



**Santa Cruz County  
Regional Transportation Commission**

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**AGENDA**

**Thursday, April 04, 2024  
9:00 a.m.**

**In-Person Meeting**

County Board of Supervisors Chambers  
701 Ocean St. Rm. 525  
Santa Cruz, CA 95060

**Alternative Remote Location Available**

628 Crown Road  
Santa Cruz, CA 95064

**Remote Participation (see page 5 for more information)**

RTC Zoom

<https://us02web.zoom.us/j/89597173447>

Dial-in: +1 312 626 6799  
Webinar ID: 895 9717 3447

*Accessibility: See last page for details.*

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

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

**COMMISSION MEMBERSHIP**

City of Capitola	Alexander Pedersen
City of Santa Cruz	Sandy Brown
City of Scotts Valley	Randy Johnson
City of Watsonville	Eduardo Montesino
County of Santa Cruz	Felipe Hernandez
County of Santa Cruz	Justin Cummings
County of Santa Cruz	Zach Friend
County of Santa Cruz	Manu Koenig
County of Santa Cruz	Bruce McPherson
Santa Cruz Metropolitan Transit District	Kristen Brown
Santa Cruz Metropolitan Transit District	Larry Pageler
Santa Cruz Metropolitan Transit District	Mike Rotkin
Caltrans (ex-officio)	Scott Eades

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

1. Roll call
2. Consider AB2449 "Just Cause" 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 the draft minutes of the February 15, 2024 Interagency Technical Advisory Committee
6. Approve draft minutes of the March 07, 2024 Regional Transportation Commission meeting
7. Accept draft minutes of the March 14, 2024 Budget & Administration/Personnel Committee meeting
8. Accept draft minutes of the March 20, 2024 Safe on 17/Traffic Operations Safety Committee meeting

### **POLICY ITEMS**

*No consent items*

**PROJECTS and PLANNING ITEMS**

9. Approve authorizing the Executive Director to negotiate and enter into a contract with Fehr & Peers for production of a rural highways safety plan **(Resolution)**
10. Approve authorizing the Executive Director to enter into a contract with Capra Environmental Services Corp. for vegetation control utilizing goats along the Santa Cruz Branch Rail Corridor **(Resolution)**

**BUDGET AND EXPENDITURES ITEMS**

11. Accept status report on Transportation Development Act (TDA) revenues
12. Accept status report on Measure D revenues
13. Accept Fiscal Year (FY) 2023-24 Santa Cruz County Regional Transportation Commission and Measure D Semi-Annual Internal Financial Statements

**ADMINISTRATION ITEMS**

14. Approve appointments to the Bicycle Advisory Committee
15. Approve authorizing the Executive Director to finalize negotiations and execute an agreement with 1101 Pacific, LLC

**INFORMATION/OTHER ITEMS**

16. Accept monthly meeting schedule
17. Accept correspondence log
18. Accept letters from Regional Transportation Commission committees and staff to other agencies - *none*
19. Accept information items - *none*

**REGULAR AGENDA**

20. Commissioner Reports – oral reports
21. Director's Report – oral report  
(*Mitch Weiss, Interim Executive Director*)

22. Caltrans Report
  - a. Santa Cruz County project updates
  - b. Update of the State Highway Operation and Protection Program (SHOPP) For District 5
23. Coastal Rail Trail Segments 10 and 11 Environmental Review and Project Update - ***Staff report will be uploaded to the website prior to the meeting***  
(Grace Blakeslee, Senior Transportation Planner)
24. Zero Emission Passenger Rail and Trail Project Update and Railroad Bridge Loading Assumptions  
(Riley Gerbrandt, Associate Engineer)
  - a. Staff Report
  - b. Public Engagement Summary – Milestone 1
  - c. Bridge Inventory List
25. 2050 Santa Cruz County Regional Transportation Plan - Goals and Policies  
(Tommy Travers, Transportation Planner)
  - a. Staff Report
  - b. Draft Goals and Policies
  - c. Public Survey Summary
26. Fiscal Year (FY) 2024-25 Proposed Budget  
(Tracy New, Director of Budget & Finance)
  - a. Staff Report
  - b. Resolution approving the proposed Fiscal Year (FY) 2024-25 Budgets
  - c. Actual and Estimated Transportation Development Act Revenues
  - d. Measure D revenue forecast for FY 2024-25 from HDL Services
  - e. Measure D 30-year Revenue Projections for 2024
  - f. Measure D 5-year distribution estimates for Measure D revenue recipients
  - g. Resolution approving updated pay schedule
27. Review of items to be discussed in closed session



**CLOSED SESSION**

28. Public Employment  
(Pursuant to Government Code Section 54957)  
Title: Executive Director
29. Conference with Labor Negotiators  
(Pursuant to Government Code Section 54957.6)  
Agency Designated Representatives: Tony Harris and Jesse Lad  
Employee Organizations: CORE and RAMM
30. Conference with Legal Counsel – Existing Litigation  
(Pursuant to Government Code Section 54956.9(d)(1))  
Campaign for Sustainable Transportation v. California Department of  
Transportation et.al.  
Case No. 24VVM000051
31. Conference with Real Property Negotiators  
(Pursuant to Government Code Section 54956.8 with respect to every  
item of business to be discussed in closed session)  
Property: 7994 and 7996 Soquel Drive  
Agency Negotiators: Mitch Weiss, Luis Mendez, and Sarah Christensen  
Negotiating Parties: SCCRTC and Tenants of 7994 and 7996 Soquel  
Drive  
Under Negotiation: Price and terms for potential relocation related to  
acquisition of property

**OPEN SESSION**

32. Report on items discussed in closed session
33. Next meetings

The next RTC meeting is scheduled for Thursday, May 02, 2024 at 9:00 a.m. at the Capitola City Council Chambers, located at 420 Capitola Avenue, Capitola, CA.

The next Transportation Policy Workshop (TPW) is scheduled for Thursday, April 18, 2024 and 9:00 a.m. at a location TBD.

***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](mailto: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](http://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/](https://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. Members of the public participating by Zoom are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair.

**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. A los miembros del público que participan por Zoom se les indica que permanezcan en silencio durante los procedimientos y que hablen solo cuando se permitan comentarios públicos, después de solicitar y recibir el reconocimiento del presidente.

**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](http://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 Título VI del Acta Sobre los Derechos Civiles. Cualquier persona que cree haber sido ofendida por la RTC bajo el Título 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](http://www.sccrtc.org). También se puede quejar directamente con la Administración Federal de Transporte en la Oficina de Derechos Civiles, Atención: Coordinador del Programa Título VI, East Building, 5th Floor-TCR, 1200 New Jersey Avenue, SE, Washington, DC 20590.*

**TO:** Regional Transportation Commission

**FROM:** Rachel Moriconi, Transportation Planner

**RE:** Item 5 – Interagency Technical Advisory Committee Meeting Minutes

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## **RECOMMENDATIONS**

Staff recommends that the Regional Transportation Commission receive the meeting minutes (Attachment 1) for the February 15, 2024, Interagency Technical Advisory Committee (ITAC).

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The Interagency Technical Advisory Committee (ITAC), consisting of staff from local jurisdictions and agencies, reviews and provides technical advice on transportation projects and programs in the region; coordinates and provides recommendations to the RTC on the use of transportation funds; and serves as a forum for sharing information on transportation projects and federal and state requirements for project implementation.

The ITAC meets on the third Thursday of each month at 1:30 pm, as needed. Meetings are held at the RTC office and open to the public. If there are no action items to be brought before the committee, the meetings are cancelled. Agendas and meeting materials are posted on the ITAC meetings webpage, <https://sccrtc.org/meetings/inter-agency/>, at least five (5) days prior to the meeting. Remote participation via Zoom is available for members of the public, non-voting committee members/alternates, or voting Committee members unable to attend in person due to an emergency or for cause per AB2449.

The draft minutes from the ITAC meeting held on February 15, 2024, are presented in Attachment 1. The RTC is asked to review these minutes. The committee will review and approve final minutes at its next meeting. The purpose of these minutes is to summarize the discussions that took place during the meeting, and clearly document any action items that need to be completed.

### **Attachments:**

1. February 15, 2024, ITAC meeting minutes (draft)



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

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### **DRAFT MINUTES**

Thursday, February 15, 2023, 1:30 p.m.

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

*Alternate In Person Location: Caltrans District 5*

*Online: Zoom*

### **ITAC Members Present:**

Association of Monterey Bay Area Governments	Regina Valentine
California Department of Transportation	Paul Guirguis (online)
County Public Works	Casey Carlson
Ecology Action-Transportation Programs	Piet Canin
Santa Cruz Metropolitan Transit District and 1 Proxy	John Urgo
Santa Cruz Public Works and Planning Proxy	Matt Starkey
Watsonville Public Works	Murray Fontes
Watsonville Community Development	Justin Meek

### **Non-Voting Committee Members/Alternates Attending Remotely:**

Caltrans Alternate: Evelyn Frederic

Santa Cruz Alternate: Claire Gallogly

University of California at Santa Cruz: Tracy Wang

**RTC Staff In Person:** Rachel Moriconi

**RTC Staff Participating Remotely:** Sarah Christensen, Riley Gerbrandt, Mitch Weiss

### **Members of the public**

Faina Segal (online)

Frank R., Sons in Retirement-Watsonville

1. **Call to Order:** Chair Matt Starkey called the meeting to order at 1:35pm.
2. **Roll Call/Introductions** were made.
3. **Consider any AB 2449 requests by voting members to participate remotely.** There were no AB2449 requests made. Paul Guirguis was attending remotely under Brown Act rules, with his location noticed on the agenda. Alternates online were participating as non-voting attendees.
4. **Additions, deletions, or other changes to consent and regular agendas.** None

**5. Oral Communications on Matters Not on the Agenda**

Frank R. from the Sons in Retirement invited staff to present information on transportation projects at their meetings, held on the second Tuesday of the month in Watsonville.

**CONSENT AGENDA**

**6. Approved Minutes of the January 18, 2024 ITAC meeting**

By role count vote, the committee unanimously approved a motion (Urgo/Meek) approving the minutes.

**REGULAR AGENDA**

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

- Ecology Action: Piet Canin reported they received a grant for a clean mobility in schools program and a grant being implemented by Ecology Action and several other non-profits and Watsonville for EV carshare, Open Streets, outreach, and other programs.
- METRO: John Urgo reported on Michael Tree's departure, the move of the downtown Santa Cruz Transit Center during construction at Pacific Station, eighty new bus operators and public outreach for Reimagine METRO phase 2 proposed service changes.
- County of Santa Cruz: Casey Carlson reported on storm damage projects – the county has completed repairs at 80% of the 220 storm damage sites from 2017 storms, 60% of the 217 sites from 2023, and have another 21 sites so far in 2024. He also reported about 16 miles of pavement repairs; going out to bid on 2024 pavement management projects funded by Measure D, RTC grants, and other funds, with designs underway for several other projects; received an extension for the Green Valley Road multiuse path Clean California grant; anticipate construction of the Highway 152/Holohan intersection to start this spring/summer; and construction of 5-miles of multimodal improvements on Soquel Drive is still underway and anticipated to be completed in fall 2024.
- Watsonville: Murray Fontes reported on Ohlone Parkway Measure R-funded road rehabilitation and the city's Vision Zero corridor plan. Justin Meek reported on the City Council's General Plan retreat and other long range planning efforts.
- City of Santa Cruz: Matt Starkey reported on several pavement preservation projects planned for Highland, Bay, Escalona, and other roads; storm damage repairs on West Cliff Drive; and the temporary METRO station relocation on Front Street, River Street, and Soquel Drive, with the first red bus lanes in the area.

- Caltrans: Evelyn Frederic gave an update from District 5 Local Assistance which included highlighting items included in the meeting packet, upcoming allocation request deadlines, information about Emergency Relief funding, and clarification of Disadvantaged Business Enterprise requirements and documentation.
- Regional Transportation Commission (RTC): Sarah Christensen provided updates on highway construction, including the Chanticleer bike/ped crossing and the Capitola Ave overcrossing demolition, with detours to begin next month. The North Coast Rail Trail Segment 5 construction is out to bid.

**8. 2050 Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS) Update, Association of Monterey Bay Area Governments**

Heather Adamson from Association of Monterey Bay Area Governments (AMBAG) gave an update on the 2050 Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS). The vision and goals of this plan have been updated and the performance measurements are currently being worked on. Updating the project list will begin in Spring 2024 and the draft plan will be ready in Fall of 2025. A scoping meeting on the environmental impact report is being held (notice included in the meeting packet). Justin Meeks asked for additional information on the performance metrics, thresholds, data sources, and methodology. Heather stated that the new metrics and data used for measurement are being finalized, but similar to information in Appendix G of the 2045 MTP/SCS. Claire Gallogly asked that high quality transit maps be made easier to use. Heather and others discussed challenges with changes in state law and definitions, and that transit stop locations change and are not permanent. Paul Guirguis asked about the environmental metric, "open space consumed and farmland converted." Heather gave more background on this measurement.

**9. Draft Complete Streets Policy, Association of Monterey Bay Area Governments**

Regina Valentine presented AMBAG's Draft Complete Streets Policy. This included the background, key sections of the draft, and timeline. Public comment closes March 15 and the policy will be presented for board adoption in May 2024. She requested that ITAC email her any comments on the document. The presentation was included in the agenda packet.

**10. Zero Emission Rail Transit and Trail Preliminary Purpose and Need**

Riley Gerbrandt presented the background, overview, schedule, and project purpose and needs for the Zero Emission Rail Transit and Trail project. Currently, the project is in the preliminary purpose and needs statement phase. Piet Canin asked about the trail project being part of this and the

timeline of the trail. Matt Starky appreciated that the RTC was looking at the rail and trail needs together. Justin Meek expressed support for identifying the train alignment and station locations. Paul Guirguis suggested the state and federal rail network connections, climate resiliency, and the need for alternatives to roadways be considered as part of the purpose and need statement.

#### 11. **Regional Transportation Equity Priority Communities Definition**

Rachel Moriconi presented preliminary recommendations on metrics to use to update the regional definition of equity priority communities, also called “disadvantaged communities”. She noted recommendations are based on input received from the RTC’s new Transportation Equity Workgroup. Piet Canin asked if these different metrics will be helpful when applying for federal funding. Rachel noted that while some grant programs require applicants to use metrics set forth by those grants, others provide an option to use regional definitions that identify areas experiencing inequities that may be diluted by aggregated data. Paul Guirguis suggested clarifying threshold percentages. Justin Meeks inquired about available data for certain metrics and Rachel confirmed staff is still researching available data for some metrics.

#### 12. **Funding Program Opportunities and Updates**

Rachel Moriconi and attendees mentioned several upcoming grant opportunities, including transit, active transportation, ZEV, climate adaptation, and affordable housing/sustainable communities grants. Rachel Moriconi also reminded the group that if they receive state funds through the California Transportation Commission (CTC), to get allocation or extension requests in for anything programmed in FY23/24.

13. **Next Meeting and Future Items:** The next ITAC meeting is scheduled for 1:30pm on **March 21, 2024 at the RTC conference room, 1101 Pacific Ave, Ste 250**. ITAC meetings will be canceled if there are no action items to be brought before the committee.

*S:\ITAC\2024\Feb\ITAC Feb2024 Minutes.docx*





**TO:** Regional Transportation Commission      **DATE:** April 4, 2024  
**FROM:** Yesenia Parra, Administrative Services Officer  
**RE: ITEM 6 – Regional Transportation Commission Meeting Minutes**

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The draft minutes of the Regional Transportation Commission meeting of March 7, 2024 are here presented for review and approval.

The meeting minutes serve as a record of the deliberations during the meeting and help document action items.



**Santa Cruz County  
Regional Transportation Commission**

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**Draft MINUTES**

**Thursday, March 7, 2024  
9:00 a.m.**

**In-Person Meeting**

County Board of Supervisors Chambers  
701 Ocean St., Rm. 525  
Santa Cruz, CA 95060

1. Roll call. The meeting was called to order at 9:00 a.m.

**Members present:**

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

Caltrans (ex-officio)

Alexander Pedersen

Sandy Brown

Jack Dilles (Alt)

Eduardo Montesino

Felipe Hernandez

Andy Schiffrin (Alt)

Robert Quinn (Alt)

Shane Mckeithen (Alt)

Bruce McPherson

Kristen Brown

Larry Pageler

Mike Rotkin

Scott Eades

**Staff present:**

Mitch Weiss

Steph Britt

Grace Blakeslee

Sarah Christensen

Krista Corwin

Riley Gerbrandt

Anna Kalthoff

Luis Mendez

Rachel Moriconi

Shannon Munz

Amy Naranjo

Tracy New

Yesenia Parra

Tommy Travers

Steven Mattas (RTC Counsel)

2. Considered AB2449 "Just Cause" requests - *none*
3. Additions or deletions to consent and regular agenda

A staff report for item 31 was posted to the website. Handouts for items 4, 28, and 29 were also posted to the website.

4. Review of items to be discussed in closed session

RTC Counsel Steve Mattas communicated that no reportable action was anticipated from the closed session discussions. The Commission entered closed session at 9:03 a.m.

### **CLOSED SESSION**

5. Conference with Labor Negotiators  
(Pursuant to Government Code Section 54957.6)  
Agency Designated Representatives: Tony Harry and Jesse Lad  
Employee Organizations: CORE and RAMM
6. Public Employment  
(Pursuant to Government Code Section 54957)  
Title: Executive Director
7. Public Employee Performance Evaluation/Public Employment  
(Pursuant to Government Code Section 54957)  
Position: General Counsel
8. Conference with Legal Counsel – Anticipated Litigation  
(Pursuant to Government Code Section 54956.9(d)(4))  
Initiation of Litigation – One Case

### **OPEN SESSION**

9. Reconvene in open session and report on items discussed in closed session

The Commission reconvened in open session at 10:55 a.m. Steve Mattas communicated that there was no reportable action resulting from the closed session discussions.

10. Oral Communications

Received public comment from:  
Christopher Parry  
Karen Anderson  
Roxanne

Christine McGill  
Maria Romiller  
Jim Helmer  
Pedro Frevoso  
Jean Brocklebank  
Michael Lewis  
Johanna Lighthill  
Rebecca Downing  
Michael Saint, Campaign for Sustainable Transportation  
Terry Wood

### **CONSENT AGENDA**

Commissioner Alternate Schiffrin made a motion and Commissioner Hernandez seconded the motion to approve the consent agenda. The motion passed unanimously with Commissioners Pedersen, S. Brown, Montesino, Hernandez, McPherson, K. Brown, Pageler, and Commissioner Alternates Dilles, McKeithen, Quinn, and Schiffrin voting "aye."

### **MINUTES**

11. Accepted draft minutes of the January 18, 2024 Interagency Technical Advisory Committee meeting
12. Approved meeting notes of the January 23, 2024 Transportation Equity Workgroup
13. Accepted draft minutes of the February 01, 2024 Regional Transportation Commission meeting
14. Accepted draft minutes of the February 13, 2024 Elderly & Disabled Transportation Advisory Committee meeting

### **POLICY ITEMS**

*No consent items*

### **PROJECTS AND PLANNING ITEMS**

15. Approved authorizing the Executive Director to enter into an agreement with Knightscope to maintain the Santa Cruz County call box system  
(**Resolution 24-24**)

### **BUDGET AND EXPENDITURES ITEMS**

16. Accepted status reports on Transportation Development Act (TDA) revenues
17. Accepted status reports on Measure D revenues

## **ADMINISTRATION ITEMS**

18. Approved appointments to the Measure D Taxpayer Oversight Committee
19. Approved appointments to the Bicycle Advisory Committee
20. Approved appointments to the Budget and Administration/Personnel Committee, the California Association of Councils of Governments (CALCOG) and the Coast Rail Coordinating Council (CRCC)

## **INFORMATION/OTHER ITEMS**

21. Accepted monthly meeting schedule
22. Accepted correspondence log
23. Accepted letters from RTC committees and staff to other agencies
  - a. January 26, 2024 Letter to Matt Orbach RE: City of Watsonville Draft 6<sup>th</sup> Cycle Housing Element Update (2023-2031)
24. Accepted information items - *none*

## **REGULAR AGENDA**

25. Commissioner Reports

Commissioner Hernandez reported on his tour of the pedestrian and bicycle overcrossing construction with Caltrans and his work in Watsonville promoting electric vehicle transportation.

Commissioner K. Brown reported on an upcoming traffic calming project in the City of Capitola at Bay Avenue.

26. Director's Report

Interim Executive Director Mitch Weiss reported updates on: work underway on Highway 1 between Bay/Porter and State Park interchanges, including a long-term closure of the Capitola Avenue overcrossing and a 24-hour closure of Highway 1 for the demolition of the overcrossing; Commissioner tours of the construction of the bus-on-shoulder and auxiliary lanes project, including the Chanticleer pedestrian and bicycle overcrossing; upcoming CivicWell Policymakers conference will be attended by Commissioner Hernandez and the executive director.

Senior Transportation Engineer Sarah Christensen responded to a Commissioner's question about the likelihood the team would be able to

open the Chanticleer overcrossing earlier than the scheduled completion of the Highway auxiliary lanes and bus-on-shoulder project.

## 27. Caltrans Report

Caltrans District 5 Director Scott Eades delivered the Caltrans project updates: minimal winter storm damage in Santa Cruz County; Climate Action Plan for Transportation Infrastructure (CAPTI) report released by the California State Transportation Agency; Safe Streets for All funding opportunities opening nationwide; the Federal Highway Administration (FHWA) is soliciting bids for construction of the North Coast Rail Trail project, funded by the Federal Lands Access Program (FLAP) grant.

## 28. Glydways Presentation

Deputy Director Luis Mendez delivered the staff report and introduced Dustin Earle, Vice President of Business Development and Paul Jamtgaard, Vice President of System Design and Infrastructure Planning.

Mr. Earle and Mr. Jamtgaard delivered a presentation and responded to Commissioner questions regarding: last mile options; right-of-way at pedestrian and road crossings; right-of-way acquisition; operations; cost to the user; delivery of the public private partnership; vehicle coordination; grade flexibility; passenger ridership per day; leasing space from RTC or local government; next steps; invitation to Commissioners to tour the vehicles; whether Glydways is a standalone alternative to passenger rail, or whether the technology feeds into a passenger rail concept.

### Received public comment from:

Brett Garrett

Fred Geiger

Portia

Matt Farrell, Friends of the Rail and Trail

Michael Saint

Ben Vernazza

## 29. Informational Update Regarding Community's Preference between Two Single-Span Bridge Types for the Coastal Rail Trail Segment 12 Bicycle and Pedestrian Bridge Over Aptos Creek & Soquel Drive

Transportation Planning Intern Anna Kalthoff delivered the staff report. In response to commissioners' questions, Executive Director Mitch Weiss communicated that the item was an informational item only, and Communications Specialist Shannon Munz provided more information about

survey methods.

Received public comment from:  
Rebecca Downing

30. Highway 1 State Park to Bay/Porter Auxiliary Lanes and Bus on Shoulder Project Construction Update – Proposed 24-Hour Closure of Highway 1 for Demolition of the Capitola Overcrossing

Senior Transportation Engineer Sarah Christensen delivered the staff report. Commissioners discussed coordination with the jurisdictions which are managing construction projects in the surrounding areas in order to minimize traffic impacts.

31. Consideration and Approval of a Legal Services Agreement with Redwood Public Law, LLP for continued General Counsel Services by Steve Mattas and His Team of Transportation Agency Attorneys Through June 30, 2025 and Approval of an Extension of the Legal Services Agreement with Meyers Nave, PLC to Continue to Provide Litigation and Labor Relations Services Through June 30, 2025.

Executive Director Mitch Weiss delivered the staff report.

Commissioner Hernandez made a motion and Commissioner Montesino seconded the motion to approve the staff recommendation to approve authorizing the Executive Director to enter into an agreement with Redwood Public Law, LLP for general counsel legal services and extend the agreement with Meyers Nave, PLC for litigation and labor relations legal services. The motion passed unanimously with Commissioners Pedersen, S. Brown, Montesino, Hernandez, McPherson, K. Brown, Pageler, and Commissioner Alternates Dilles, McKeithen, Quinn, and Schiffrin voting “aye.”

The meeting adjourned at 12:28 p.m.

32. Next meetings

The next RTC meeting is scheduled for Thursday, April 7, 2024 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 (TPW) is scheduled for March 21, 2024, and 9:00 a.m. at the Santa Cruz Metropolitan Transit District Administrative Offices, located at 110 Vernon St., Santa Cruz, CA 95060.

Respectfully submitted,

Yesenia Parra, Administrative Services Officer

Attendees

Judy Gittelsohn

Gine Johnson

Nancy

David Carlson, County of Santa Cruz

Christina Watson, TAMC Director of  
Planning

Alissa Guthrie, TAMC

Barry Scott

David <3 Public Transit

Sally

Linda Wilshusen

Rebecca Downing

Ben Vernazza

Brian Peoples (Trail Now)

BobFi

Kristina Glavis

Jacob Wysocki

Nadene Thorne

Joni

Carlos Chavez

Carlos

Jaime Renteria

(831)\*\*\*-9874

Susan Cavalieri

Michael Saint

Johanna Lighthill

FORT Zoom Host

Kathleen

Ron Swenson

Terry Wood

Paula Bradley

Rob Tidmore, Santa Cruz County  
Parks

Murray Fontes, City of Watsonville

Paul Guirguis, CT Planning

Frank Rimicci Jr.

Paul Hierling, AMBAG

Roxanne Spaully

Fred J Geiger

Susan Martinez

Jeff Parry

Karen Anderson

Christine Miguel

Brett Garrett

Jim Helmer

Paul Jamtgaard, Glydways

Dustin Earle, Glydways



**AGENDA:** April 4, 2024

**TO:** Regional Transportation Commission

**FROM:** Yesenia Parra, Administrative Services Officer

**RE:** Item 7 – Budget and Administration/Personnel Committee Minutes

---

## **RECOMMENDATIONS**

Staff recommends that the Regional Transportation Commission receive the meeting minutes (Attachment 1) for the March 14, 2024 Budget and Administration/Personnel Committee (B&A/P) meeting

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The Budget & Administration/Personnel (BAP) Committee serves to review and monitor issues relating to the budget, work program, and other administrative and personnel functions of the RTC and makes recommendations to the Commission regarding such items. The committee also functions as the Personnel Committee to review personnel matters. According to the RTC Rules and Regulations, the membership of the committee is to be composed of the Commission Chair and up to 5 other Commissioners.

<b>Member</b>	<b>Alternate</b>
Manu Koenig (Committee Chair)	Shane Mckeithen
Justin Cummings	Andy Schiffrin
Felipe Hernandez	Judy Gittelsohn
Bruce McPherson	Virginia Johnson
Kristen Brown	METRO Alternate
Eduardo Montesino	Casey Clark

The BAP Committee meets at 1:30 pm on the second Thursday of every other month, or as needed. Meeting dates and location are subject to change. All meetings are open and the public is welcome to attend. Agendas and meeting materials are posted on the BAP meetings webpage, <https://sccrtc.org/meetings/budget-administration-personnel-committee/> at least five (5) days prior to the meeting. Remote participation via Zoom is available for members of the public, non-voting committee

members/alternates, or voting Committee members unable to attend in person due to an emergency or for cause per AB2449.

The draft minutes from the BAP meeting held on March 14, 2024, are presented in Attachment 1. The RTC is asked to review these minutes. The committee will review and approve final minutes at its next meeting. The purpose of these minutes is to summarize the discussions that took place during the meeting, and clearly document any action items that need to be completed.

**Attachments:**

1. March 14, 2024 meeting minutes (draft)

**AGENDA:** April 4, 2024

**TO:** Regional Transportation Commission

**FROM:** Yesenia Parra, Administrative Services Officer

**RE:** Item 7 – Budget and Administration/Personnel Committee Minutes

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**Attachments:**

1. March 14, 2024 meeting minutes (draft)



**Santa Cruz County Regional  
Transportation Commission  
Budget and Administration/Personnel  
Committee**

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**MEETING  
MINUTES**

**Thursday, March 14, 2024**

**1:30 p.m.**

1101 Pacific Ave., Suite 250

Santa Cruz CA 95060

The meeting was called to order by Committee Chair Schiffrin at 1:32 pm

Members Present

Commissioner Manue Koenig (Chair)

Commissioner Alternate Andy Schiffrin (Vice-Chair)

Commissioner Kristen Brown

Commissioner Alternate Judy Gittelsohn

Commissioner Bruce McPherson

Commissioner Eduardo Montesino

RTC Staff

Mitch Weiss

Luis Mendez

Yesenia Parra

Tracy New

1. Introductions – Self Introductions where made
2. Consider Assembly Bill 2449 “Just Cause” requests-none
3. Additions or changes to consent and regular agenda -none
4. Oral communications -none

**CONSENT AGENDA**

Commissioner Alternate Schiffrin motioned, and Commissioner Montesino seconded to approve the consent agenda.

Motion carried unanimously with Commissioners McPherson, Brown, Koenig, and Montesino and Commissioner Alternates Schiffrin and Gittelsohn voting "aye."

5. Accepted the Fiscal Year (FY) 2024 Q1 and Q2 Warrants/Expenditures and FY 2024 Q1 and Q2 Credit Card reports
6. Received the California Employers' Pension Prefunding Trust (CEPPT) and the California Employers Retiree Benefit Trust (CERBT) Fund and Fund account update summary reports for the period ending December 31, 2023

### **REGULAR AGENDA**

7. Election of 2024 Chair and Vice-Chair

Yesenia Parra, Administrative Services Officer presented the staff report.

Commissioner McPherson motioned and Commissioner Brown seconded to accept Commissioner Brown's nomination of Commissioner Koenig serving as Chair and Commissioner Alternate Schiffrin serving as Vice-Chair for calendar year 2024.

Motion carried unanimously with Commissioners Brown, Koenig, McPherson, Montesino and Commissioner Alternate Schiffrin and Gittelsohn voting "aye."

8. FY 2024-2025 Proposed Budget and Work Program and Measure D  
FY 2024-25

Tracy New, Director of Finance and Budget presented the staff report noting that TDA revenues were lower than estimated for FY 2022-23 which required the use of RTC reserves to meet the RTC's allocation commitments. To replenish the reserve funds the FY2024-25 proposed budget includes adding TDA funds to bring the reserves back to the 8% target.

Mrs. New and Mr. Mendez responded to Commissioner questions noting that the carry-over funds from Fiscal Year (FY) 2023-24 to FY 2024-25 include grant funds that are budgeted, as required by Caltrans, when a project schedule covers more than one fiscal year. Other reasons include project status and work completed in the current fiscal year.

Commissioner Alternate Schiffrin motioned and Commissioner Brown seconded to accept staff recommendation to recommend that the Santa Cruz Regional Transportation Commission:

1. Approve the proposed Fiscal Year (FY) 2024-25 RTC Budget and Work Program;

2. Accept the Transportation Development Act (TDA) revenue forecast for FY2024-25 provided by the County Auditor;
3. Accept the Measure D revenue forecast for FY 2024-25 provided by Hinderliter de Llamas Services;
4. Accept the 30-year revenue projection which incorporates the Hinderliter de Llamas Services forecast for FY 2024-25; and
5. Accept the 5-year revenue estimates for the Measure D recipients which incorporate the Hinderliter de Llamas Services forecast for FY 2024-25 and calculation of the revenue distribution for local jurisdictions with updated data.

Motion carried unanimously with Commissioners Brown, Koenig, McPherson, Montesino and Commissioner Alternate Schiffrein and Gittelsohn voting "aye."

9. Adjournment at 1:47 pm

The next Budget and Administration/Personnel Committee meeting is scheduled for Thursday, May 9, 2024, at 1:30 p.m. SCCRTC Office, 1101 Pacific Ave., Suite 250

Respectfully Submitted



Yesenia Parra  
Administrative Services Officer

Attendees:

Porsia

**AGENDA:** April 4, 2024

**TO:** Regional Transportation Commission  
**FROM:** Amy Naranjo, Transportation Planner  
**RE:** Item 8 – Safe on 17 Meeting Minutes

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## **RECOMMENDATIONS**

Staff recommends that the Regional Transportation Commission receive the meeting minutes (Attachment 1) for the March 20, 2024, Safe on 17 Task Force & Traffic Operation Systems (TOS) Oversight Committee.

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The Safe on 17/ TOS oversight committee generally meets twice a year on the 3rd Wednesday in March and September to share information about transportation projects and collisions on Highway 17 and traffic operation systems in Santa Cruz County. Meetings are open to the public and all are welcome to attend. Agendas and meeting materials are posted on the Safe on 17 meetings webpage, <https://sccrtc.org/meetings/traffic-operations-system-safe-on-17>, at least five (5) days prior to the meeting. Zoom meeting details and call-in options are provided on the first page of the meeting agenda.

The draft minutes from the Safe on 17 meeting held on March 20, 2024, are presented in Attachment 1. The RTC is asked to review these minutes. The purpose of these minutes is to summarize the discussions that took place during the meeting, and clearly document any action items that need to be completed.

### **Attachments:**

1. March 20, 2024 Safe on 17 meeting minutes (draft)





## Santa Cruz County Traffic Operations Oversight Committee & Safe On 17 Task Force

<b>Date:</b> Wed. March 20, 2024	<b>Dial-In Option:</b> (669) 900-9128
<b>Start Time:</b> 10:00am	<b>Meeting ID:</b> 844 7518 2886
<b>Location:</b> <a href="#">Online via Zoom</a>	<b>Passcode:</b> 217329

### DRAFT MEETING MINUTES

#### Virtual Attendees:

- Amy Naranjo, SCCRTC
- Ben Standen, Scotts Valley PD
- Brian Winterhalder, SCCFD
- Bryce Danenhauer, CHP San Jose
- Christian Oliver, CHP San Jose
- Duy Tran, CHP San Jose
- Eldar Levin, HDR
- Jeff Bates, Redwood Estates
- Katelyn Costa, MTC SAFE
- Lisette Jones, Asm. Gail Pellerin's Office
- Marjorie Kline, Resident
- Matt Welker, Caltrans D5
- *Name Unknown*, KCBS Radio
- Orlando Ramirez, Caltrans D4
- Paul Guirguis, Caltrans D5
- Pete Hendrix, Caltrans D5
- Regina Valentine, AMBAG
- Ross Lee, CHP San Jose PIO
- Ruben Magallanes, Caltrans D4
- Stephen Terrin, MTC SAFE
- Troy Vincent, CHP Santa Cruz
- Victor Gauthier, Caltrans D4 PIO

1. **Introductions** – Introductions were made.
2. **Oral Communications** – Marjorie Kline, a Santa Cruz Mountains resident, expressed concern about the rise of collisions on the stretch of northbound Highway 17 between Raineri Ln and Idylwild Rd. Ms. Kline requested statistics on the number of crashes that occurred at this location this winter compared to the number of crashes reported last winter. Lieutenant Duy Tran from CHP San Jose agreed to follow up directly with Ms. Kline. Pete Hendrix, Caltrans District 5, Traffic Division, shared with the group that data on traffic collisions for any public highway in California can be obtained through a California Public



Records Act (CPRA) request. He provided a link to the [Caltrans online request form](#) to simplify the process for Ms. Kline.

3. **Additions or Deletions to the Agenda** – There were no changes made to the agenda.
4. **Received Information Items** – Amy Naranjo shared that the RTC Service Authority for Freeway Emergencies (SAFE) is entering another 3-year agreement, effective July 1, with CHP and MTC SAFE to continue funding enhanced enforcement on Highway 17. Amy provided details about the motorist assistance programs offered by the RTC on Highway 17, including freeway service patrol (FSP) and emergency call boxes. Amy also shared an update about the planned closure of Highway 1 for the Capitola Avenue overcrossing demolition on the Highway 1 Bridge Demo project. Originally scheduled for March 23-24, the full closure of Highway 1 between Bay Avenue/Porter Street and Park Avenue has been moved out to April 6th and 7th. Lastly, Amy shared that staff is working on the 2023 Safe on 17 Annual Report and provided a preliminary summary of collision, citation, and overtime hour statistics for the past year.
5. **Received Update on California Highway Patrol Safe on 17 Program Statistics and Public Information Efforts** – In 2023, there were 636 collisions on Highway 17 between Santa Cruz and Los Gatos, including 197 injury collisions and 5 fatal collisions. CHP issued 822 citations during 923 Safe on 17 overtime enforcement hours. The 3 fatal crashes in Santa Cruz County involved single vehicles. There wasn't a clear connection between the crashes, and they happened in different locations. Based on past crashes, Sgt. Troy Vincent (CHP Santa Cruz) emphasizes the importance of slowing down on wet roads, even when it's not actively raining. Wet roads can lead to a significant number of accidents. One of the fatal crashes involved someone with bald tires. This highlights the importance of maintaining your vehicle properly. Many crashes tend to happen during the rainy season and CHP uses "round robins," where officers drive with their lights on to slow down traffic, especially during light rain. The key message is to be aware of the dangers of Highway 17. It's a curvy, mountainous road, and slowing down is crucial for safety. Jeff Bates, Redwood Estates Services Association, raised a concern about the frequent solo accidents on northbound 17 at Big Moody or Redwood Estates, and questioned whether the CHP issues reckless citations for these incidents. Captain Christian Oliver (CHP San Jose) clarified that the discretion to issue a citation lies with each individual officer and that they aim to balance the issuance of citations with the intention of educating drivers and ensuring



public safety. Captain Oliver also shared that their goal is to clear crashes from lanes and minimize exposure to danger.

6. **Caltrans Resiliency and Adaptation Plan** – Matt Welker, Caltrans D5, and Orlando Ramirez, Caltrans District 4, shared information about the development of a comprehensive multimodal corridor plan (CMCP) currently underway for State Route 17 in Santa Cruz and Santa Clara counties. The plan aims to advance the goals of the California Transportation Plan 2050 and Climate Action Plan for Transportation Infrastructure. The CMCP focuses on projects that address two key areas: evaluating risks from physical climate changes and making safety improvements to reduce deaths and serious injuries. Mr. Welker invited interested parties to attend an upcoming virtual community meeting on Wednesday, April 3<sup>rd</sup> from 6-730 PM to learn more about the plan development, provide input on the proposed corridor goals, objectives, and performance measures, and to ask questions.
7. **Received Caltrans District 5 Highway 17 Project Updates** – Pete Hendrix, Traffic Safety Systems Branch Chief for Caltrans District 5, discussed Caltrans' shift towards a [Safe Systems Approach](#) (Directors Policy DP-36), focusing on reducing fatal and severe injury collisions and addressing disparities based on race, age, and ability. He presented the 'Safety Wheel' illustration of the safe systems approach and mentioned the development of road safety action plans in collaboration with local agencies. Pete also shared information about the HM-4 Safety Pilot Program utilizing the Highway Maintenance (HM) programs' delivery process, which has a unique ability to install, implement, and maintain safety enhancements more quickly than other traffic safety improvement programs. Pete and Paul Giurguis, Caltrans D5 Regional Planning Liaison, reviewed the status of ongoing construction and maintenance projects on SR-17. High friction surface treatments will be applied at various locations between Scotts Valley and Summit Rd in 2024. The Jarvis Slide Rock Fence project was delayed due to unavailability of specialty asphalt needed for a culvert trench and is expected to be completed by the end of March 2024.
8. **Received Caltrans District 4 Highway 17 Project Updates** – Victor Gauthier, Caltrans D4 Public Information Officer for Santa Clara County shared that he had no specific project updates but was available for questions. Amy Naranjo asked the status of the SR-17 Roadway Improvement Project and Victor shared the project was nearing completion. Jeff Bates, Redwood Estates Services Association, asked about plans for installing permanent



K-rail at Redwood Estates. Victor did not have those details available and will reach out to the construction manager and provide an update to Jeff and the Safe on 17 Task Force. Amy Naranjo shared information about 2 projects under development on the Santa Clara County portion of Highway 17. The SR-17 Corridor Congestion Relief project makes improvements on SR-17 and upgrades the SR-17/ SR-9 interchange in the Town of Los Gatos. This project is a collaboration between VTA, Caltrans D4, and the Town of Los Gatos. The Highway 17 Wildlife and Trails Crossing project seeks to facilitate safe movement for both wildlife and trail users, while expanding regional trail connectivity. This project is a collaboration between VTA, Midpeninsula Regional Open Space District (MidPen), and Caltrans.

9. **Received Traffic Operations Systems Updates** – Paul Guirguis, Caltrans D5, emphasized Caltrans Quickmap for real-time traveler information. [Quickmap](#) enables the traveling public to make informed transportation choices. Pete Hendrix provided the following information about TOS elements in Santa Cruz County. There are 4 Traffic Census stations (loops) along Highway 17 owned and operated by District 5. There are 3 total Changeable Message Signs (CMS) in Santa Cruz County, 2 of which are located on Highway 17, and are all owned, operated, and maintained by District 4. One CMS is located at Hwy 17 SB Just South of Granite Creek and the other is located at Hwy 17 SB Just South of Summit Road. There are 5 CCTVs on Highway 17 in Santa Cruz County. There are 4 MVDSS (Microwave Vehicle Detection System) owned and operated by District 5 on Highway 17. These are used to count cars and vehicle speeds 24/7/365. All of them are operational and provide accurate data.
10. **Received Additional Items** – Jeff Bates, Redwood Estates, asked about the reasoning behind the decision to do a full 24-hour highway closure to demolish the Capitola Avenue overcrossing instead of multiple shorter nighttime closures. Paul Guirguis, Caltrans D5, explained the key factor was traffic safety. Partially demolishing an overhead bridge, even with the most careful measures, carries the risk of unexpected collapse during the day when traffic is flowing. While the project team understands the inconvenience a full closure creates, this approach minimizes risk and prioritizes everyone's safety.
11. **Approved Next Meeting Date** – The next Safe on 17 Task Force & TOS Oversight Committee meeting is scheduled for Wednesday, September 18, 2024, from 10 AM to



12PM. The meeting will be held virtually via Zoom. Meeting details are listed on the [Safe on 17 meetings webpage](#).

Respectively submitted by: \_\_\_\_\_

A handwritten signature in black ink, appearing to read "AN", is written over a horizontal line.

Amy Naranjo, Safe on 17 Program Manager

**AGENDA:** April 4, 2024

**TO:** Regional Transportation Commission

**FROM:** Brianna Goodman, Transportation Planner

**RE:** Rural Highways Safety Plan Consultant Contract with Fehr & Peers

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## **RECOMMENDATIONS**

Staff recommends that the Regional Transportation Commission (RTC) approve the attached resolution ([Attachment 1](#)):

1. Authorizing the Executive Director to negotiate and enter into a professional planning services agreement with Fehr & Peers to prepare the Rural Highways Safety Plan for a maximum amount of \$285,600.
- 

## **BACKGROUND**

The Santa Cruz County Rural Highways Safety Action Plan (RHSP) seeks to enhance safety for all users of the County's six conventional highways, specifically Highway 1 north of the City of Santa Cruz city limits, Highway 9, Highway 236, Highway 35, and Highways 129 and 152 outside of the City of Watsonville city limits, which collectively function as main streets, intercommunity connectors, and rural highways. This plan will be developed through collaboration with Caltrans District 5, the Santa Cruz County Community Traffic Safety Coalition, County of Santa Cruz, Santa Cruz Metropolitan Transit District (METRO), San Lorenzo Valley Unified School District (SLVUSD), Pajaro Valley Unified School District (PVUSD), UC Santa Cruz, first responders, local stakeholders such as community-based business associations, neighborhood associations, and residents of the community.

The objective of the plan will be to identify locations and patterns of crashes to generate and prioritize a suite of implementable countermeasures, to create a roadmap to Vision Zero. The intent of Vision Zero is to achieve zero traffic deaths and serious injuries by 2045 with projects and strategies implemented through close partnerships with Caltrans and other entities as appropriate.

RTC and Caltrans staff recommend the commission select Fehr & Peers to perform a comprehensive data-driven analysis to identify crash locations, severity, factors, and types of crashes that include pedestrians, cyclists, and motorists, as well as

conduct a literature review and transportation inventory. The data collected will be used to identify transportation needs and in transportation strategy development.

The transportation strategy development will include identifying strategies to address transportation needs, evaluation of these strategies, and an implementation plan for enhancing safety on all conventional two-lane highways in Santa Cruz County. The Rural Highways Safety Plan will be developed through a collaborative and comprehensive framework to address the safety issues along the identified highways with stakeholder and public engagement. Once stakeholders are identified, public meetings and workshops will take place to engage the community in identifying needs and crafting a vision for the Rural Highways Safety Plan.

The Fehr & Peers consultant team will prepare a draft report and finalize upon receiving comments from Caltrans, the RTC, stakeholders, and the public. The final report must provide a federally acceptable document for defined projects to compete and meet the requirements for Highway Safety Improvement Program (HSIP) and Safe Streets for All (SS4A) funding. The final report will be presented to the RTC for input and approval.

## **DISCUSSION**

In January 2024, the RTC issued a request for proposals (RFP) to procure a transportation planning consultant to prepare a safety analysis and planning document to function as both a Local Roadway Safety Plan (LRSP) and a Safe Streets For All (SS4A) Action Plan for conventional highways outside the city limits within Santa Cruz County, including State Routes 1, 9, 35, 129, 152 and 236.

Three proposals were received from three consulting firms that have experience delivering similar safety enhancement planning projects. Only two of the proposals were considered responsive because one proposal was incomplete. The selection panel for this procurement was made up of four people, RTC Transportation Planner Brianna Goodman, RTC Transportation Planning Technician Stephanie Britt, and two members of Caltrans District 5 staff. The proposal review and ranking resulted in the panel interviewing both firms.

Interviews of the consultants took place on March 13 and 14, 2024. The selection panel ranked Fehr & Peers as the top firm, because the proposing consultant team had the most extensive experience working with Caltrans, including moving from planning through construction, as well as having the most thorough understanding of and experience in federal Comprehensive Safety Action Plans required to be eligible for Safe Streets for All funding.

The draft scope of services, schedule, cost proposal, and contract are included in Attachment 2.

**Staff Recommends that the RTC approve the attached resolution:**

- 1. Authorize the Executive Director to negotiate and enter into a professional services agreement with Fehr & Peers to prepare the Rural Highways Safety Plan for a maximum amount of \$285,600.**

**FISCAL IMPACT**

This contract will be funded by a Caltrans Strategic Partnerships grant secured by RTC staff in 2023 for \$285,600. RTC will be providing the required 20 percent match of \$71,400 from Transportation Development Act (TDA) funding. Negotiating and executing this contract has no new fiscal impact because the matching funds were already budgeted at November 2023 RTC.

**SUMMARY**

The RTC staff recommends authorizing the Executive Director to negotiate and enter into a professional planning services agreement with the top ranked firm, Fehr & Peers, to prepare the Rural Highways Safety Plan.

**ATTACHMENTS**

1. Resolution
2. Draft Professional Services Contract
  - a. Draft Scope of Services
  - b. Draft Schedule
  - c. Draft Cost Proposal
  - d. Draft Contract Language



**RESOLUTION NO. \_\_\_\_\_**

Adopted by the Santa Cruz County Regional Transportation Commission  
on the date of April 4, 2024  
on the motion of Commissioner \_\_\_\_\_  
duly seconded by Commissioner \_\_\_\_\_

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE  
AND EXECUTE A CONTRACT WITH FEHR & PEERS FOR PROFESSIONAL  
SERVICES TO PREPARE THE RURAL HIGHWAYS SAFETY PLAN FOR A TOTAL  
NOT TO EXCEED AMOUNT OF \$285,600.

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

WHEREAS, the RTC is the agency responsible for delivering and distributing funds for regional and other 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; and

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; and

WHEREAS, the San Lorenzo Valley Complete Streets Corridor Plan does not include certain critical detailed crash analyses, cost benefit analyses, and other components required for projects to be eligible for several key federal funding programs; and

WHEREAS, these federal funding programs also require a more regional scope for their comprehensive safety action plans, and including all conventional state highways in Santa Cruz County will also make such safety analyses result in more equitable benefits across the entire community; and

WHEREAS, funding has been secured to complete the Rural Highways Safety Plan through a Caltrans Strategic Partnership Grant, a planning program which also enables close collaboration with Caltrans District 5 to ensure a feasible and actionable deliverable;

THEREFORE, BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL

TRANSPORTATION COMMISSION THAT:

The Executive Director is hereby authorized to execute a professional engineering services agreement with Fehr & Peers with a total not to exceed value of \$285,600 to prepare the Rural Highways Safety Plan subject to final negotiation and legal counsel review as to form.

AYES: COMMISSIONERS \_\_\_\_\_

NOES: COMMISSIONERS \_\_\_\_\_

ABSTAIN: COMMISSIONERS \_\_\_\_\_

\_\_\_\_\_  
Kristen Brown, Chair

ATTEST:

\_\_\_\_\_  
Mitch Weiss, Secretary

*Distribution: RTC Fiscal, Consultant*

## **Rural Highways Safety Plan - RFP 2188**

### **Attachment 2A: Scope of Services - DRAFT**

The Rural Highways Safety Plan (RHSP) is funded through a Caltrans Strategic Partnerships grant, which is in turn financed by FHWA State Planning and Research Part 1. Since this is a Caltrans funded project with federal funds, the consultant is required to follow all Caltrans requirements. In addition, federal funding entails Disadvantaged Business Enterprise (DBE) requirements. The Consultant shall meet the appropriate minimum qualifications as required by this contract. The performance period is no greater than twenty-four (24) months from receiving Notice To Proceed as defined in the Caltrans Strategic Partnerships grant award, with a project schedule determined by the RTC and the selected consultant.

### **Introduction**

The Rural Highways Safety Plan scope of work is designed to improve roadway safety for all users of the County's six conventional highways, also known as State Routes. Specifically, Highway 1 north of the City of Santa Cruz city limits, Highway 9, Highway 236, Highway 35, and Highways 129 and 152 outside of the City of Watsonville limits which collectively function as main streets, intercommunity connectors, and rural highways. These six highways constitute the project area and will be referred to herein as "the six highways". Consultant will perform comprehensive data-driven analysis to identify crash locations, severity, factors, and types of crashes that include pedestrians, cyclists, and motorists.

The development of the Rural Highways Safety Plan will provide a framework of innovative strategies and implementation actions intended to reduce transportation-related fatalities and serious injuries while also supporting federal safety initiatives. The safety plan will identify safety issues and specific actions that can be implemented to improve safety for people traveling by any mode on conventional state highways throughout the county. The plan will develop recommendations for both motorized and non-motorized modes in the roadway network as well as other elements including land use, transit, freight, and other community factors to create a comprehensive course of action. The plan will address federal and state regulations, including local ordinances, design guidance as well as performance management goals, measures, and targets, and will promote equitable outcomes.

The Rural Highways Safety Plan's main objective is to create a roadmap to Vision Zero: to achieve zero traffic deaths and serious injuries by 2045 with

projects and strategies implemented through close partnerships with Caltrans District 5 on their conventional highway facilities in Santa Cruz County. The Rural Highways Safety Plan must function as both a Local Roadway Safety Plan (LRSP) and a Safe Streets For All (SS4A) Action Plan, in order to make these six highways eligible for critical funding opportunities including the Highway Safety Improvement Program (HSIP) and SS4A Implementation Grants program.

### **Project Stakeholders**

The RTC, with support from the Consultant, will develop the Rural Highways Safety Plan through collaboration with project stakeholders. These include: Caltrans, the Santa Cruz County Community Traffic Safety Coalition, the County of Santa Cruz, the Santa Cruz Metropolitan Transit District (METRO), adjacent local school districts, UC Santa Cruz, a consultant team, and local stakeholders such as the SLV Chamber of Commerce, Pajaro Valley Chamber of Commerce and Agriculture, community-based business associations, neighborhood associations, emergency crash response agencies such as local Fire Departments, community groups supporting underserved populations, and the community's residents. Stakeholders could also include representatives of state and local recreational areas, representatives of the tourism industry, and enforcement agencies. In addition to traditional community groups, business organizations, and service organizations, the RTC will engage with stakeholder charitable organizations that serve low-income residents through distribution of food, household supplies, clothes, and other emergency services in Santa Cruz County in order to connect with community members who may traditionally be less engaged with the planning process.

With input from Caltrans and supported by the Consultant as defined in Task 6, RTC will coordinate all stakeholders during the process and lead stakeholder meetings as needed to identify high need areas and stakeholder priorities, establish project vision and goals, and review potential solutions and countermeasures. Stakeholders will also be engaged to help identify prioritization plans and to review and comment on the final report. Finally, the California Coastal Commission (CCC), the Bureau of Land Management (BLM), and State Parks will help make sure that the Rural Highways Safety Plan abides by federal policies and goals to protect the environment and meet safety requirements in segments where the six highways traverse public land. This proposal will strengthen relationships through the collaborative effort to accomplish the corridors' goals.

## Overall Project Objectives

The scope of services and tasks described below represent an outline of the services which the Consultant will perform. The overall objective for the Rural Highways Safety Plan for Santa Cruz County's six conventional state highways is to identify locations and patterns of crashes in order to generate and prioritize a suite of implementable countermeasures, in order to help mitigate traffic deaths and serious injuries.

The Plan will foremost be based on a thorough analysis of crash data, as well as other relevant data, such as traffic volumes and speed information. Public and stakeholder input will also be gathered and considered as part of the goal identification, need identification, and prioritization processes. This data-driven approach will help direct resources where they are needed and most effectively make the region safer. The completed analysis, strategies, and implementation of the Plan document will align with all requirements of both the Local Roadway Safety Plan (LRSP) and the Safe Streets for All Action Plan (SS4A Action Plan) requirements to allow identified projects to compete for state and federal funding programs. The consultant is required to comply with all requirements associated with federal funding in carrying out the project.

## Summary of Project Tasks

### Task 1: Project Management and Coordination

**1.1** - The Consultant shall be responsible for project management activities throughout the life of the contract including managing the schedule, budget, setting up meetings, field reviews, and managing the project team. The Consultant must include a kick-off meeting and further appropriate number of follow up meetings with the RTC. The Consultant will be required to attend and present at Commission meetings for project milestones.

Coordinate ongoing project team meetings to communicate project status and receive input from stakeholders. 30-minute biweekly Project Management check-ins, plus monthly team meetings including representatives from Caltrans, and focus meetings as needed.

### Disadvantaged Business Enterprise (DBE) Reporting

- Activities and reporting based on Federal requirements regarding Disadvantaged Business Enterprises (DBE) must be followed throughout the grant's term. These requirements include the following:
  - Consultant will prepare and submit quarterly "DBE Utilization Report" (Form ADM-3069) and submit it with each quarterly invoice to the District Contract Manager. If no consultant or

contractor activity took place, RTC will still complete an ADM-3069 form showing "0" and send to the District Office with the Request for Reimbursement.

- Consultant must submit "Prompt Payment Certification" (LAPM Exhibit 9-P) to the RTC by the 15<sup>th</sup> of the month following the month of any payment(s). If the Consultant does not make any payments to subconsultants, supplier(s), and/or manufacturers they must report "no payments were made to subs this month" and write this visibly and legibly on Exhibit 9-P. RTC will review and submit to the District Office.

<b>Task Deliverables</b>
<ul style="list-style-type: none"> <li>• Monthly invoices</li> <li>• DBE Reporting</li> <li>• Project Schedule – updated monthly or as needed</li> <li>• Meeting agendas, minutes</li> </ul>

## **Task 2: Existing Conditions**

### **2.1 - Literature Review**

- Consultant will review existing corridor and area plans, including but not limited to:
  - Hwy 9/SLV Complete Streets Corridor Plan,
  - Caltrans Strategic Highway Safety Plan,
  - California Highway Safety Improvement Plan,
  - Caltrans State Highway System Management Plan,
  - Caltrans Highway 1 Transportation Concept Report,
  - Caltrans District 5 Active Transportation Plan,
  - County of Santa Cruz Active Transportation Plan,
  - District 5 Climate Adaptation Vulnerability Assessment and Priorities Report,
  - Downtown Watsonville Specific Plan,
  - Santa Cruz County General Plan/Local Coastal Program, and
  - 2045 Santa Cruz County Regional Transportation Plan.

Consultant will compile a description of the aspects of these reports such as vision and goals, analysis of crash patterns, and proposed countermeasures that may apply to the Rural Highways Safety Plan, to be included as an appendix in the final report.

## 2.2 - Data Collection

- Review and compile existing collision and infrastructure data, for the six highways as well as similar principal and minor arterials and major collectors in the county for comparison purposes, to support a description of existing conditions and to identify outstanding data needs. Average daily traffic and truck traffic counts, public land visitor estimates where applicable, transit ridership, and collision data will be described. RTC will submit a Public Records Request to Caltrans District 5 the week of RFP publication, but additional PRRs may be needed during the life of the project.
- Consultant shall collect existing data, programs, policies and activities, and provide a summary of current efforts in California to address transportation safety- including identifying programs that have evidence of measurable success.
- Collect traffic data, including but not limited to types and causes of crashes, severity of crashes, traffic patterns, and roadway conditions. Consultant will analyze and document findings that may include patterns in crash type, driver factors, roadway features, vehicle factors, and environmental conditions.
- Consultant shall identify characteristics present in severe crashes, and identify where else on the County's rural highway network the similar characteristics exist. Characteristics can include roadway features such as lane width, shoulder width, curvature, speed limit, and traffic volume.
- Provide any necessary tables, charts, maps, and diagrams showing severe crash locations and patterns, including comparisons to similar facilities in SCC and statewide.
- The Literature Review, Existing Conditions Report, and Infrastructure Conditions Memo should align with both the Local Roadway Safety Plan and the Safe Streets for All Action Plan requirements.
- Consultant shall review existing local, regional, state, and federal plans, studies, ordinances, and initiatives related to roadway safety improvements to improve processes for prioritizing transportation safety and collaboration.
- Consultant shall perform an analysis of existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries in the Rural Highways. Ten (10) years of reportable crash data will be included, as well as the latest applicable subset of data years specified for relevant funding opportunities (e.g. SS4A). This will include an analysis of locations where there are crashes and the severity of the crashes, as well as contributing factors and crash types by relevant road users (motorists, people walking,

transit users, etc.).

- Based on the analysis performed, Consultant shall develop a geospatial identification of higher-risk locations (a High Injury Network or equivalent). The benchmark crash data will include geographic locations of crashes with related attribute data in an MS Excel and ArcGIS format, tables and maps of crash types and factors, comparisons of crash frequency data to other areas of the Santa Cruz County, and initial crash rates based on regional Vehicle Miles of Travel. The benchmark crash data will include crash data involving alternative modes (pedestrians, bicyclists, public transit users, etc.) and crash data within underserved communities within the jurisdiction(s), noting any disproportional safety impacts.

### **2.3 - Transportation Inventory**

- Document existing transportation infrastructure and roadway conditions on the six highways. Describe the condition of existing transportation facilities on the six highways, including identified repairs needed to bring roadways to states of good repair. This includes but is not limited to: status of projects planned by Caltrans or other agencies related to complete streets in the Main Street portions of the six highways, and multimodal safety issues for Intercommunity Connector portions.

<b>Task Deliverables</b>
<ul style="list-style-type: none"> <li>• Literature Review Memo</li> <li>• Existing Transportation Conditions Report</li> <li>• Data Needs List</li> <li>• Compiled Data</li> <li>• Transportation Infrastructure Conditions Memo</li> </ul>

### **Task 3: Milestone 1- Vision & Objectives**

- In coordination with stakeholders and the public, the Consultant will work with RTC and Caltrans staff to define the vision and objectives for the Rural Highways Safety Plan. Establish a framework for evaluating how strategies advance the vision and objectives identified in the California Transportation Plan and the Santa Cruz County Regional Transportation Plan with respect to collision reduction, partnerships, outreach, and funding to safely provide multi-modal mobility. The



Vision & Objectives framework should align with both the Local Roadway Safety Plan and the Safe Streets for All Action Plan requirements.

Task Deliverables
<ul style="list-style-type: none"> <li>• 3.1 - Vision &amp; Objectives Memo</li> <li>• 3.2 - Framework for Evaluating Transportation Strategies</li> </ul>

#### Task 4: Identify Transportation Needs

- **4.1 Review Traffic Data** - Consultant will review traffic data, crashes, severity of crashes, traffic patterns, roadway conditions, and other relevant existing conditions, for the six highways as well as other major arterials in the county for comparison purposes, to determine opportunities for effective safety improvements. In parallel, RTC will publish an online survey to solicit supplemental data from the public, see Task 6.
- **4.2 Identify Crash Patterns** - Consultant will identify characteristics and patterns present in fatal and severe injury crashes and identify where else in the project area similar characteristics exist such as but not limited to lane width, shoulder width, curvature, sightlines, slope, guardrails, intersections and driveways, parking, speed limit, and traffic volume.
- **4.3 Evaluate existing conditions against desired system performance** - Describe transportation challenges and potential barriers to achieving the Vision and Objectives. The Transportation Needs framework should align with both the Local Roadway Safety Plan and the Safe Streets for All Action Plan requirements.

Task Deliverables
<ul style="list-style-type: none"> <li>• Transportation Needs Memo</li> </ul>

#### Task 5: Milestone 2 - Transportation Strategy Development

##### 5.1 - Identify Strategies

- Consultant will identify a suite of capital and other strategies that address transportation needs in the project area. For analysis, solutions will be organized into logical categories including, but not

limited to: Speed Reduction Infrastructure, Parking Infrastructure, Multimodal Infrastructure, Transit Strategies, Roadway Safety, Technology Strategies, and Compatible Strategic Concepts. Identification of strategies will consider transportation priorities identified in a variety of transportation planning documents, including those identified above under Task 4.

## **5.2 - Evaluate & Integrate Strategies**

- Consultant will evaluate locations identified above and identify Emphasis Areas. Emphasis Areas describe highway locations that would most benefit from focused enhancement. Emphasis Area descriptions include what information and circumstances led to the location being identified. Emphasis Areas have a three-part framework: a description, a goal, and strategies. The Emphasis Area framework should align with both the Local Roadway Safety Plan and the Safe Streets for All Action Plan requirements.
- The Emphasis Area goal(s) shall provide a short-term measure that can be reasonably accomplished, and which would demonstrate success in enhancing an Emphasis Area. RTC and implementation and monitoring partners should be able to measure the goal's success and determine the appropriate time to revise the plan.
- The Emphasis Area strategies shall describe how the Emphasis Area will be addressed, including funding options, and who is anticipated to lead the implementation.
- Consultant shall describe the process that will be used to evaluate the success of the Plan, ensure implementation, and determine when an update is needed to align with LRSP/SS4A Action Plan requirements.
- Evaluate how well strategies: address needs, are consistent with the Plan Vision, and advance the Plan Objectives. Integrate complimentary strategies and establish a list of recommended Emphasis Area strategies for implementation.

## **5.3 - Detailed Project Descriptions & Concept Development**

- Consultant will develop detailed project descriptions, including project attributes and visual design concepts, where applicable, for transportation strategies and improvements identified as recommended transportation strategies in the project area. The project descriptions will also include a high-level cost estimate and description of feasibility based on project risks (i.e., environmental, right of way, cost, regulatory approvals). This may include, but is not limited to, bicycle and pedestrian improvements identified in the Santa Cruz County Active Transportation Plan in the Rural Highways Safety Plan project area, recommend transit operations, components and

functionality of traveler information systems, and highway operational and/or safety improvements.

#### **5.4 - Implementation Plan**

- Consultant will describe steps to implementing recommended projects and services, including monitoring by a task force, implementation group, or similar body. This may include identifying the lead agency, steps to advance project development, potential funding and programming opportunities and project schedules.

<b>Task Deliverables</b>
<ul style="list-style-type: none"> <li>• List of Emphasis Areas identified and evaluated</li> <li>• List of Emphasis Area strategies recommended</li> <li>• Detailed project descriptions &amp; concepts</li> <li>• Funding strategies for recommended transportation strategies</li> <li>• Estimate schedule and sequence for recommended transportation strategies</li> <li>• Transportation Strategy Development Memo</li> </ul>

#### **Task 6: Stakeholder & Public Outreach**

The Rural Highways Safety Plan will be developed through a collaborative and comprehensive framework to address the safety issues along the six highways with stakeholder and public engagement. RTC staff will be the lead on logistical preparation for outreach, notifying the public of the input opportunities, hosting online surveys, and presenting to RTC Transportation Advisory Committees (TACs) and stakeholder groups.

#### **6.1 - Stakeholder Identification**

- RTC and Caltrans will identify potential community stakeholders to participate in the development of the Plan, including elected officials, traffic safety partners, advocacy groups, neighborhood associations, business groups, community groups supporting underserved populations, transit operators, schools, and others. RTC will coordinate and lead stakeholder meetings as needed to identify high need areas and stakeholder priorities, establish Plan vision and goals, and review potential solutions. Consultant will be responsible for preparing visual exhibits and activities for such meetings, as well as slide presentations. Consultant will prepare staff reports for TACs, and edit as needed for presentation to RTC board.

- Lead stakeholders may include the County of Santa Cruz, including their Community Traffic Safety Coalition, SCMTD – Santa Cruz Metropolitan Transit District, AMBAG – Association of Monterey Bay Area Governments, adjacent city and other jurisdictions, the Bureau of Land Management, and State Parks.

## **6.2 - Stakeholder Meetings**

- 2-4 meetings will be held with stakeholders to solicit input at Milestones 1 and 2 including but not limited to establishing existing conditions, developing the Plan Vision and Objectives, identifying transportation needs and strategies,

## **6.3 - Project Website & Online Public Engagement**

- RTC will develop a project website and conduct an online survey during Winter 2024/2025 for Task 4, designed with input from the consultant, to solicit input from people traveling along the six highways. RTC will post updates for the public at all three project Milestones using website announcements and e-news blasts to interested parties, as well as online opportunity to comment on the draft final document for Milestone 3. Online public engagement will be utilized to broaden outreach variety to members of the public who are unable to attend public meetings.

## **6.4 - Public Workshops**

- Two sets of two public workshops of approximately 1-2 hours in the evening with a brief presentation and giving the public the opportunity to provide feedback for Milestones 1 and 2, in both north and south Santa Cruz County. Consultant will be responsible for preparing visual exhibits and activities for such meetings, as well as slide presentations. Consultant will attend public workshops in person to present and assist RTC staff with other workshop activities. Milestone 1 public workshops will be held in Fall 2024, and Milestone 2 public workshops will be held in Spring 2025.

## **6.5 - RTC Committee Input**

- RTC will solicit input from the Santa Cruz County Community Traffic Safety Coalition, as well as RTC's Interagency Technical Advisory Committee, Bicycle Committee and Elderly and Disabled Advisory Committee at meetings open to the public at Milestones 1 and 2 including but not limited to establishing existing conditions, developing the Plan Vision and Objectives, identifying transportation needs and strategies. Consultant will be responsible for preparing visual exhibits and activities for such meetings, as well as slide presentations. Consultant will prepare staff reports and present to TACs, and edit as

needed for presentation to RTC board.

## 6.6 - Public Outreach Summary

- Consultant with assistance from RTC will compile and summarize input as needed throughout the delivery of Tasks 3 through 7.
- Consultant will compile a final summary detailing public outreach activities conducted during development of the Rural Highways Safety Plan.

Task Deliverables
<ul style="list-style-type: none"> <li>• Stakeholder Meeting Presentation Materials.</li> <li>• Website Materials</li> <li>• Public Workshop Presentation Materials</li> <li>• Committee Staff Reports</li> </ul> Public Outreach Summary

## Task 7: Milestone 3 - Rural Highways Safety Plan Drafts and Final Plan

The Consultant shall prepare a draft report. The report may include, but not be limited to, the following: Introduction, Vision and Goals, Safety Partners, Process for Plan Development, Existing Efforts, Safety Data Analysis and Summary, Map of Severe Crash Locations, Crash Data Summary, Crash Tree Diagrams, Emphasis Areas (including Descriptions, Goals, and Strategies for each Emphasis Area), and Evaluation and Implementation.

The Consultant shall finalize the report upon receiving comments from Caltrans, the RTC, stakeholders and the public. The final report must provide an acceptable document for defined projects to compete and meet the requirements for Highway Safety Improvement Program (HSIP) funding and Safe Streets for All (SS4A) funding. The final report will be considered completed when it has been approved and accepted by the RTC, with all specified deliverables accepted by the State of California's Department of Transportation.

The draft and final Rural Highways Safety Plans will include the information from the Existing Conditions Report, Transportation Needs Memorandum, Vision & Objectives, Transportation Strategy Development Memo, Public Outreach Summary and next steps for implementation. The draft and final Rural Highways Safety Plan is to be presented in a concise, readable, easy to navigate and Caltrans-approved ADA accessible document.

### **7.1 - Develop Administrative Draft Plan**

- Consultant will prepare administrative draft Rural Highways Safety Plan for partner agency review. The draft will be reviewed by RTC and Caltrans and other stakeholders, as applicable.
- Include disclaimer: "Caltrans supports the Santa Cruz County Regional Transportation Commission's (SCCRTC) efforts to create this Rural Highways Safety Plan (RHSP; Safety Plan) to assist in evaluation and prioritization of safety improvements for roadways within Santa Cruz County. This Safety Plan is a state-funded local plan focused on specific areas within Santa Cruz County. The priorities and projects within this safety plan may not reflect the Highway Safety Improvement Program at Caltrans. As such, some statements, the risk-ranking system, scope of concepts proposed, and other material may differ from those used by Caltrans. Additionally, implementation of concepts from this Plan can be evaluated for feasibility and alignment within Caltrans standards, policy, and procedure as they arise. Caltrans District Traffic Safety and executive management will need to concur with any proposed improvement on a State Highway."

### **7.2 - Develop Draft Rural Highways Safety Plan**

- Consultant will prepare draft Rural Highways Safety Plan and incorporate comments on the administrative draft. The draft will then be circulated to stakeholders, RTC advisory groups, RTC Board, and the public for review and comment.

### **7.3 - Develop Final Rural Highways Safety Plan**

- Consultant will prepare final report and consider comments received during public and stakeholder review of the draft Rural Highways Safety Plan.

<b>Task Deliverables</b>
<ul style="list-style-type: none"> <li>• Rural Highways Safety Plan Administrative Draft</li> <li>• Rural Highways Safety Plan Draft Report</li> <li>• Rural Highways Safety Plan Final Report</li> </ul>

## **Task 8: Board Review/Approval**

### **8.1 - RTC Board Input**

- Consultant will assist RTC to solicit input from the RTC Board at meetings open to the public at all three project Milestones including but not limited to establishing existing conditions, development of the Rural Highways Safety Plan Vision and Objectives, identification of the

transportation needs and strategies, and review of the draft Rural Highways Safety Plan. Consultant will present to RTC board in person.

## **8.2 - Present Final Report to Board**

- Consultant will present Final Rural Highways Safety Plan Report to RTC Board in person and request RTC Board approval as well as a resolution approving Vision Zero including reduction goals and target date.

Final Board approval will occur in Fall 2025 or Winter 2025/2026.

<b>Task Deliverables</b>
<ul style="list-style-type: none"><li>• RTC Board Presentation Slides</li></ul>

**Rural Highways Safety Plan – RFP 2188**  
**Attachment 2B: Project Schedule – DRAFT**

Task #	Task Title	Hours	FY 2023/24												FY 2024/25												FY 2025/26																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
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**Rural Highways Safety Plan – RFP 2188**  
**Attachment 2C: Cost Proposal - DRAFT**

<b>Firm Name</b>	<b>Position</b>	<b>Rate</b>	<b>Hours</b>
Fehr & Peers	Project Manager	87.50	92
	Deputy Project Manager	72.12	127
	Principal in Charge	114.42	56
	Senior Planner/Engineer	49.04	290
	GIS/CAD Tech	47.60	120
	Admin	39.90	64
	Technical Expert	93.75	24
<b>Total Fehr &amp; Peers</b>			<b>811</b>
Mark Thomas	Senior Project Manager	96.11	78
	Project Engineer	59.48	40
	Design Engineer II	51.50	82
	Senior Planner	51.50	140
	Planner I	34.09	50
	Senior Project Accountant	52.95	6
	Senior Project Coordinator	52.59	6
	Senior Graphic Designer	53.68	40
<b>Total Mark Thomas</b>			<b>442</b>
Leshner Planning (DBE)	Lead Planner	200.00	326
<b>Total Leshner Planning</b>			<b>326</b>
<b>TOTAL HOURS</b>			<b>1,579</b>

AGREEMENT NO. TP2188  
NON-ARCHITECTURAL & ENGINEERING SERVICES AGREEMENT

This AGREEMENT made and entered into on \_\_\_\_\_, by and between the SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION, hereinafter called COMMISSION, and <<COMPANY NAME>>, hereinafter called CONSULTANT for <<services/project name>>. The parties agree as follows:

1. DUTIES.

- A. CONSULTANT agrees to exercise special skill to accomplish the following results: <<services/project name and location-if applicable>>, as specified in Exhibit A Scope of Services, which by this reference is incorporated herein.
- B. CONSULTANT shall provide the personnel listed below to perform the above-specified services, which persons are hereby designated as key personnel under this Agreement.

Name	Firm	Function
		Principal
		Project Manager

- C. No person named in paragraph B of this Article or in the Cost Proposal (Exhibit C), or his or her successor, shall be removed or replaced by CONSULTANT, nor shall his or her agreed-upon function hereunder be changed, without the prior written consent of the COMMISSION Contract Manager.
- D. This AGREEMENT includes the subcontractors and/or subconsultants listed in Exhibit C Cost Proposal.
- E. Except as expressly authorized herein, CONSULTANT'S obligations under this AGREEMENT are not assignable or transferable, and CONSULTANT shall not subcontract any work, without the prior written approval of the COMMISSION. However, claims for money due or which become due to CONSULTANT from COMMISSION under this AGREEMENT may be assigned to a financial institution or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to the COMMISSION.
- F. Consultant's Progress Reports and/or Meetings
  - 1. CONSULTANT shall perform the services in accordance with the Project Schedule attached hereto (Exhibit B) and incorporated by

reference. The CONSULTANT shall submit written progress reports with each invoice. The report should be sufficiently detailed for the Contract Manager to determine if the CONSULTANT is performing to expectations or is on schedule; to provide communication of interim findings; and to sufficiently address any difficulties or special problems encountered, so remedies can be developed.

2. The CONSULTANT'S Project Manager shall meet with the COMMISSION'S Contract Manager, as needed, to discuss progress on the AGREEMENT.

## 2. COMPENSATION.

In consideration for CONSULTANT accomplishing work to be performed under this AGREEMENT (as described in Exhibit A Scope of Services and Exhibit B Project Schedule), COMMISSION shall compensate CONSULTANT in accordance with the approved Cost Proposal, dated <<DATE>>, attached hereto (Exhibit C) and incorporated by reference. The consideration to be paid to CONSULTANT as provided herein shall be for all CONSULTANT'S expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided. If there is any conflict between the approved Cost Proposal (Exhibit C) and this AGREEMENT, this AGREEMENT shall take precedence.

- A. The method of payment for this AGREEMENT will be based on a lump sum with progress payments. COMMISSION will reimburse CONSULTANT for costs (including labor costs, employee benefits, travel, overhead, and other direct costs) incurred by CONSULTANT in performance of the work. CONSULTANT will not be reimbursed for costs that exceed the estimated wage rates, employee benefits, travel, overhead, and other estimated costs set forth in the approved CONSULTANT'S Cost Proposal (Exhibit C), unless additional reimbursement is provided for by written AGREEMENT amendment. In no event, will CONSULTANT be reimbursed for overhead costs at a rate that exceeds COMMISSION'S approved overhead rate set forth in the Cost Proposal (Exhibit C). The maximum total cost as specified in Paragraph "F" shall not be exceeded, unless authorized by AGREEMENT amendment.
- B. The indirect cost rate established for this AGREEMENT is extended through the duration of this AGREEMENT.
- C. Reimbursement for transportation and subsistence costs shall not exceed the per diem rates authorized to be paid rank and file State employees under current State Department of Personnel

Administration (Cal HR), as specified in the approved Cost Proposal (Exhibit C).

- D. CONSULTANT shall obtain prior written approval for a revised milestone cost estimate from the Contract Manager before exceeding such cost estimate or shifting hours or costs between tasks.
- E. Progress payments will be made no less than monthly in arrears based on services provided and allowable incurred costs. A pro rata portion of CONSULTANT'S fixed fee will be included in the monthly progress payments. If CONSULTANT fails to submit the required deliverable items according to the schedule set forth in the Project Schedule (Exhibit B) or the Scope of Services (Exhibit A), COMMISSION shall have the right to delay payment or terminate this AGREEMENT in accordance with the provisions of Article 7 Termination, unless such delay was waived or agreed to by the Contract Manager in writing.
- F. CONSULTANT shall not commence performance of work or services until this AGREEMENT has been approved by COMMISSION and notification to proceed has been issued by COMMISSION'S Contract Manager. No payment will be made prior to approval of any work, or for any work performed prior to approval of this AGREEMENT.
- G. Salary increases will be reimbursable if the new salary is within the salary range identified in the approved Cost Proposal (Exhibit C) and is approved by COMMISSION'S Contract Manager.
- H. For personnel subject to prevailing wage rates as described in the California Labor Code, all salary increases, which are the direct result of changes in the prevailing wage rates are reimbursable.
- I. The total amount payable by for this AGREEMENT by the COMMISSION shall not exceed \$\_\_\_\_\_.
- J. CONSULTANT will be reimbursed, as promptly as fiscal procedures will permit and according to California Code of Regulations, as they currently exist or may be amended during the term of this AGREEMENT, upon receipt by COMMISSION'S Contract Manager of itemized invoices. Invoices shall be submitted no later than 45 calendar days after the performance of work for which CONSULTANT is billing. Invoices shall detail the work performed on each milestone, or each project as applicable. Invoices shall follow the format stipulated for the approved Cost Proposal (Exhibit C) and shall reference this AGREEMENT number and project title. Final invoice must contain the final cost and all credits due COMMISSION. The final invoice shall be submitted within 60 calendar days after

completion of CONSULTANT'S work. Invoices shall be emailed to COMMISSION'S Contract Manager:

<<Contract Manager>>@sccrtc.org and [@sccrtc.org](mailto:@sccrtc.org)

Invoices shall follow the format stipulated for the approved Cost Proposal (Exhibit C) and shall reference this AGREEMENT number, project title, and Task Order number, if applicable.

The invoices must include the following information:

1. Labor (staff name, hours charged, hourly billing rate, current charges and cumulative charges) performed during the billing period by task;
2. Itemized expenses incurred during the billing period;
3. Total invoice/payment requested, specifically noting the amount of retention, if any;
4. Total amount previously paid under this AGREEMENT; and
5. Report of expenditures by CONSULTANT and subconsultants for each task and subtask or milestone and estimated percentage completion by such divisions of work.

### 3. PROMPT PAYMENT

COMMISSION shall make any progress payment within 30 days after receipt of an undisputed and properly submitted payment request from CONSULTANT. If COMMISSION fails to pay promptly, COMMISSION shall pay interest to the CONSULTANT, which accrues at the rate of 10% per annum on the principal amount of a money judgment remaining unsatisfied. Upon receipt of a payment request, COMMISSION shall act in accordance with both of the following:

- A. Each payment request shall be reviewed by COMMISSION as soon as practicable after receipt for the purpose of determining that the payment request is a proper payment request.
- B. Any payment request determined not to be a proper payment request suitable for payment shall be returned to CONSULTANT as soon as practicable, but not later than seven (7) days, after receipt.
- C. A request returned pursuant to this paragraph shall be accompanied by a document setting forth in writing the reasons why the payment request is not proper.

D. PROMPT PAYMENT CERTIFICATION BY CONSULTANT

Consultant must submit LAPM Exhibit 9-P to the COMMISSION by the 15<sup>th</sup> of the month following the month of any payment(s). If the CONSULTANT does not make any payments to subconsultants, supplier(s), and/or manufacturers they must report "no payments were made to subs this month" and write this visibly and legibly on Exhibit 9-P.

The COMMISSION must verify all Exhibit 9-P information, monitor compliance with prompt payment requirements for DBE and non-DBE firms, and address any shortfalls to the DBE commitment and prompt payment issues until the end of the project. The COMMISSION must email a copy of Exhibit 9-P to [DBE.Forms@dot.ca.gov](mailto:DBE.Forms@dot.ca.gov) before the end of the month after receiving the Exhibit 9-P from the CONSULTANT.

4. FUNDING REQUIREMENTS

- A. It is mutually understood between the CONSULTANT and COMMISSION that this AGREEMENT may have been written before ascertaining the availability of funds or appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays that would occur if the AGREEMENT were executed after that determination was made.
- B. This AGREEMENT is valid and enforceable only if sufficient funds are made available to COMMISSION for the purpose of this AGREEMENT. In addition, this AGREEMENT is subject to any additional restrictions, limitations, conditions, or any statute enacted by the Congress, State Legislature, federal or state agency, or COMMISSION that may affect the provisions, terms, or funding of this AGREEMENT in any manner.
- C. It is mutually agreed that if sufficient funds are not appropriated, this AGREEMENT may be amended to reflect any reduction in funds.
- D. COMMISSION has the option to terminate the AGREEMENT pursuant to Section 8: Termination, or by mutual agreement to amend the AGREEMENT to reflect any reduction of funds.

5. TERM.

- A. This AGREEMENT shall go into effect on the date shown above and the CONSULTANT shall commence work after notification to proceed by the COMMISSION'S Contract Manager. The AGREEMENT shall end on \_\_\_\_\_, unless earlier terminated pursuant to Article 6 below or extended by AGREEMENT amendment.

6. TERMINATION.

- A. This AGREEMENT may be terminated by COMMISSION, for cause or without cause provided that COMMISSION gives not less than ten (10) calendar days written notice of its intent to terminate and in the event of termination for cause, provides the reasons for termination stated in the notice.
- A. COMMISSION may temporarily suspend this AGREEMENT, at no additional cost to COMMISSION provided that CONSULTANT is given written notice of temporary suspension. If COMMISSION gives such notice of temporary suspension, CONSULTANT shall immediately suspend its activities under this AGREEMENT. A temporary suspension may be issued concurrent with the notice of termination.
- B. Notwithstanding any provisions of this AGREEMENT, CONSULTANT shall not be relieved of liability to the COMMISSION by termination of this AGREEMENT for damages sustained by COMMISSION by virtue of any breach of this AGREEMENT by CONSULTANT, and COMMISSION may withhold any payments due to CONSULTANT until such time as the exact amount of damages, if any, due to COMMISSION from CONSULTANT is determined.
- C. If COMMISSION terminates this AGREEMENT with CONSULTANT, COMMISSION shall pay CONSULTANT the sum due to CONSULTANT under this AGREEMENT for services satisfactorily performed prior to termination, unless the cost of completion to COMMISSION exceeds the funds remaining in the AGREEMENT in which case the overage shall be deducted from any sum due CONSULTANT under this AGREEMENT and the balance, if any, shall be paid to CONSULTANT upon demand.
- D. Upon termination, COMMISSION shall be entitled to all CONSULTANT'S work produced under this AGREEMENT, including, but not limited to, reports, investigations, appraisals, inventories, studies, analysis, drawing and data estimates performed to that date, whether or not complete.

7. INDEMNIFICATION FOR DAMAGES, TAXES AND CONTRIBUTIONS.

To the fullest extent permitted by law, CONSULTANT shall exonerate, indemnify, defend, protect, and hold harmless the COMMISSION, its governing body, officers, officials, agents, employees and volunteers from and against:

- A. Any and all claims, demands, costs, damages, losses, expenses, or liability arising from or connected with the services provided under this AGREEMENT due to the recklessness, willful misconduct or

negligent acts, errors, or omissions of the CONSULTANT, its officers, subconsultants, employees, volunteers, or agents. The CONSULTANT will reimburse COMMISSION for any expenditure, including reasonable attorney's fees, incurred by COMMISSION in defending against claims ultimately determined to be due to recklessness, willful misconduct or to negligent acts, errors, or omissions of the CONSULTANT, its officers, subconsultants, employees, volunteers, or agents.

- B. Any and all federal, State and local taxes, charges, fees, penalties, or contributions required to be paid with respect to CONSULTANT and CONSULTANT'S officers, subconsultants employees, volunteers, and agents engaged in the performance of this AGREEMENT (including, without limitation, unemployment insurance, social security, and payroll tax withholding).
- C. In the event that CONTRACTOR or any employee, agent, or subcontractor of CONTRACTOR providing services under this AGREEMENT is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of COMMISSION, CONTRACTOR shall indemnify, defend, and hold harmless COMMISSION for the payment of any employee and/or employer contributions for PERS benefits on behalf of CONTRACTOR or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of COMMISSION.
- D. The provisions of this section shall survive expiration, termination, or suspension of this AGREEMENT.

## 8. INSURANCE.

CONSULTANT, at its sole cost and expense, for the full term of this AGREEMENT, and any extensions thereof, shall obtain and maintain at a minimum compliance with all of the following insurance coverage(s) and requirements. Such insurance coverage shall be primary coverage as respects COMMISSION and any insurance or self-insurance maintained by COMMISSION shall be excess of CONSULTANT'S insurance coverage and shall not contribute to it. Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best rating of no less than A:VII if admitted in the State of California.

### A. Types of Insurance and Minimum Limits

- 1. Workers' Compensation in the minimum statutorily required coverage amounts. This insurance coverage shall not be required



if the CONSULTANT has no employees and certifies to this fact by initialing here: \_\_\_\_ / \_\_\_\_.

1. Automobile Liability Insurance for each of CONSULTANT'S vehicles used in the performance of this AGREEMENT, including owned, non-owned (e.g., owned by CONSULTANT'S employees), leased or hired vehicles, in the minimum amount of \$1,000,000 combined single limit per occurrence for bodily injury and property damage. This insurance coverage shall not be required if vehicle use by the CONSULTANT is not a material part of performance of this AGREEMENT and CONSULTANT and COMMISSION both certify to this fact by initialing here: \_\_\_\_ / \_\_\_\_.
2. Comprehensive or Commercial General Liability Insurance coverage at least as broad as ISO form CG 00 01, with a minimum limit of two million dollars (\$2,000,000) per occurrence, and \$4,000,000 in the aggregate, including coverage for: (a) products and completed operations, (b) bodily and personal injury, (c) broad form property damage, (d) contractual liability, and (e) cross-liability.
3. If the CONSULTANT maintains broader coverage and/or higher limits than the minimums shown above, the COMMISSION requires and shall be entitled to the broader coverage and/or the higher limits maintained by CONSULTANT. Policy should include coverage for completed operations for 10 years or the term matching statute of limitations. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the COMMISSION. CONSULTANT hereby acknowledges and agrees that any and all insurances carried by it shall be deemed liability coverage for any and all actions it performs in connection with this AGREEMENT.

**B. Other Insurance Provisions**

1. If any insurance coverage required in this AGREEMENT is provided on a "Claims Made" rather than "Occurrence" form, CONSULTANT agrees that the retroactive date thereof shall be no later than the effective date of this AGREEMENT, and that it shall maintain the required coverage for a period of three (3) years after the expiration of this AGREEMENT (hereinafter "POST AGREEMENT COVERAGE") and any extensions thereof. CONSULTANT may maintain the required POST AGREEMENT COVERAGE by renewal or purchase of prior acts or tail coverage. The COMMISSION will not be responsible for any premiums or assessments on the policy.

2. All policies of Commercial General Liability Insurance and shall be endorsed to cover the Santa Cruz County Regional Transportation Commission, its governing body, officials, employees, agents and volunteers, as additional insureds with respect to liability arising out of the work or operations and activities performed by or on behalf of, the CONSULTANT, including materials, parts or equipment furnished in connection with such work or operations. Endorsements shall be at least as broad as ISO Form CG 20 10 11 85 or equivalent, covering ongoing operations and products and completed operations.
3. CONSULTANT agrees to provide its insurance broker(s) with a full copy of these insurance provisions and provide COMMISSION on or before the effective date of this AGREEMENT with Certificates of Insurance and endorsements for all required coverages. The Certificates of Insurance must note whether the policy does or does not include any self-insured retention and also must disclose the deductible. The certificates shall require the carrier to notify COMMISSION in writing of any material change, cancellation, termination or non-renewal of the coverage at least thirty days (30) days in advance of the effective date of such cancellation, or material change, or non-renewal. Insurance shall not be canceled until after ten (10) days prior written notice in the event of nonpayment of premium. Failure to obtain the required documents prior to the work beginning shall not waive the CONSULTANT's obligation to provide them. All Certificates of Insurance and endorsements shall be delivered or sent via email to:  
  
[@sccrtc.org](mailto:@sccrtc.org)
4. The CONSULTANT agrees that the insurance herein provided for, shall be in effect at all times during the term of this AGREEMENT. In the event said insurance coverage expires at any time or times during the term of this AGREEMENT, the CONSULTANT agrees to provide at least thirty (30) days prior notice to said expiration date; and a new Certificate of Insurance evidencing insurance coverage as provided for herein, for not less than either the remainder of the term of the AGREEMENT, or for a period of not less than one (1) year. New Certificates of Insurance are subject to the approval of the COMMISSION. In the event the CONSULTANT fails to keep in effect at all times insurance coverage as herein provided, the COMMISSION may, in addition to any other remedies it may have, terminate this AGREEMENT upon occurrence of such event.

5. If any insurance policy of CONSULTANT required by this AGREEMENT includes language conditioning the insurer's legal obligation to defend or indemnify COMMISSION on the performance of any act(s) by the named insured, then said insurance policy, by endorsement, shall also name the COMMISSION as a named insured. Notwithstanding the foregoing, both the CONSULTANT and its insurers agree that by naming the COMMISSION as a named insured, the COMMISSION may at its sole direction, but is not obligated to, perform any act required by the named insured under said insurance policies.
  6. CONSULTANT shall do all things required to be performed by it pursuant to its insurance policies including but not limited to paying within five (5) workdays, all deductibles and self-insured retentions (SIR) required to be paid under any insurance policy that may provide defense or indemnity coverage to COMMISSION or any additional insured. If CONSULTANT'S insurance policy includes a self-insured retention that must be paid by a named insured as a precondition of the insurer's liability, or which has the effect of providing that payments of the self-insured retention by others, including additional insureds or insurers do not serve to satisfy the self-insured retention, such provisions must be modified by special endorsement so as to not apply to the additional insured coverage required by this AGREEMENT so as to not prevent any of the parties to this AGREEMENT from satisfying or paying the self-insured retention required to be paid as a precondition to the insurer's liability.
  7. CONSULTANT hereby grants to COMMISSION a waiver of any right of subrogation which any insurer of said CONSULTANT may acquire against the COMMISSION by virtue of the payment of any loss under such insurance. CONSULTANT agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the COMMISSION has received a waiver of subrogation endorsement from the insurer.
  8. CONSULTANT shall cause the foregoing provisions to be inserted in all subcontracts for any work covered under this AGREEMENT, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
9. FEDERAL, STATE AND LOCAL LAWS.
- A. CONSULTANT warrants that in the performance of this AGREEMENT, it shall exercise usual and customary professional care in its efforts

to comply with all applicable federal, state and local laws, statutes and ordinances and all lawful orders, rules and regulations promulgated thereunder. In the event of a conflict between the laws and lawful regulations of any government entities having jurisdiction over the project, the CONSULTANT shall notify COMMISSION of the nature and impact of such conflict. The COMMISSION agrees to cooperate and work with the CONSULTANT in an effort to resolve any conflict.

- B. Those laws, statutes, ordinances, rules, regulations, and procedural requirements that are imposed on COMMISSION as a recipient of federal or state funds are imposed on CONSULTANT.

#### 10. NON-DISCRIMINATION AND COMPLIANCE PROVISIONS.

- A. The CONSULTANT'S signature affixed herein and dated shall constitute a certification under penalty of perjury under the laws of the State of California that the CONSULTANT has, unless exempt, complied with the nondiscrimination program requirements of Government Code 12990 et seq. and 2 California Code of Regulations (CCR) 8103. CONSULTANT and subconsultants shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.
- B. During the performance of this AGREEMENT, the CONSULTANT and its subconsultants shall not deny the AGREEMENT benefits to any person on the basis of race, color, sex, gender, religious creed, national origin, ancestry, physical disability (including HIV and AIDS status), mental disability, medical condition (e.g., cancer), genetic information, marital status, gender, gender identity, gender expression, age, sexual orientation, military, or veteran status. CONSULTANT and subconsultants shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Such action shall include, but not be limited to, the following: recruitment; advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. The CONSULTANT agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause.
- C. CONSULTANT and subconsultants shall comply with the provisions of the Fair Employment and Housing Act (Government Code §12990 et seq.) and the applicable regulations promulgated thereunder (CCR Title 2, section 7285 et seq.; and 11000 et seq.), the provisions of

Government Code section 11135 to 11139.5, and the regulations of standards adopted by the COMMISSION to implement such article.

- D. The CONSULTANT shall make a good faith effort to consider Minority/Women/Disabled Owned Business Enterprises in CONSULTANT'S solicitation of goods and services. Definitions for Minority/Women/Disabled Business Enterprises are available from the California Department of Transportation, at <http://www.dot.ca.gov/obeo/index.html>.
- E. CONSULTANT and its subconsultants shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other AGREEMENT.
- F. CONSULTANT shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this AGREEMENT.
- G. The CONSULTANT, with regard to the work performed under this AGREEMENT, shall act in accordance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d et seq.). Title VI provides that the recipients of federal assistance will implement and maintain a policy of nondiscrimination in which no person in the United States shall, on the basis of race, color, national origin, religion, sex, age, disability, be excluded from participation in, denied the benefits of or subject to discrimination under any program or activity by the recipients of federal assistance or their assignees and successors in interest.
- H. CONSULTANT and its subconsultants shall permit access to all records of employment, employment advertisements, application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission or any other agency of the State of California designated by State to investigate compliance with this Article.
- I. In the event of CONSULTANT'S non-compliance with the non-discrimination clauses of this AGREEMENT or with any of the said rules, regulations or orders, the COMMISSION may cancel, terminate or suspend the AGREEMENT in whole or in part. CONSULTANT may also be declared ineligible for further agreements with the COMMISSION.
- J. CONSULTANT, subrecipient, or subconsultant will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR 26 on the basis of race, color, sex, or national origin. In administering the

COMMISSION components of the DBE Program Plan, CONSULTANT, subrecipient or subconsultant will not, directly, or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE Program Plan with respect to individuals of a particular race, color, sex, or national origin.

## 11. TITLE VI ASSURANCES

During the performance of this Agreement, the CONSULTANT, for itself, its assignees and successors in interest agrees as follows:

- A. Compliance with Regulations: CONSULTANT shall comply with the regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the REGULATIONS), which are herein incorporated by reference and made a part of this AGREEMENT.
- B. Nondiscrimination: CONSULTANT, with regard to the work performed by it during the AGREEMENT, shall not discriminate on the grounds of race, color, sex, national origin, religion, age, or disability in the selection and retention of sub-applicants, including procurements of materials and leases of equipment. CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the agreement covers a program set forth in Appendix B of the Regulations.
- C. Solicitations for Sub-agreements, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by CONSULTANT for work to be performed under a Sub-agreement, including procurements of materials or leases of equipment, each potential sub-applicant or supplier shall be notified by CONSULTANT of the CONSULTANT'S obligations under this AGREEMENT and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
- D. Information and Reports: CONSULTANT shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the recipient or FHWA to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of CONSULTANT is in the exclusive possession

of another who fails or refuses to furnish this information, CONSULTANT shall so certify to the recipient or FHWA as appropriate and shall set forth what efforts CONSULTANT has made to obtain the information.

- E. Sanctions for Noncompliance: In the event of CONSULTANT's noncompliance with the nondiscrimination provisions of this AGREEMENT, the recipient shall impose such agreement sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
  - 1. withholding of payments to CONSULTANT under the Agreement within a reasonable period of time, not to exceed 90 days; and/or
  - 2. cancellation, termination, or suspension of the Agreement, in whole or in part.
- F. Incorporation of Provisions: CONSULTANT shall include the provisions of paragraphs (A) through (E) in every sub-agreement, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.
- G. CONSULTANT shall take such action with respect to any sub-agreement or procurement as the recipient or FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that, in the event CONSULTANT becomes involved in, or is threatened with, litigation with a sub-applicant or supplier as a result of such direction, CONSULTANT may request the recipient enter into such litigation to protect the interests of the COMMISSION, State, and, in addition, CONSULTANT may request the United States to enter into such litigation to protect the interests of the United States.
- H. During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, and successors in interest agrees to comply with the following non-discrimination statutes and authorities, including, but not limited to:

Pertinent Non-Discrimination Authorities:

- 1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- 2. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair

treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);

3. Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), prohibits discrimination on the basis of sex;
4. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CR Part 27;
5. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), prohibits discrimination on the basis of age);
6. Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
7. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
8. Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations 49 C.F.R. parts 37 and 38;
9. The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
10. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
11. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency



guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); and

12. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

## 12. HARASSMENT.

The COMMISSION maintains a strict policy prohibiting unlawful harassment, including sexual harassment, in any form, including verbal, physical, and visual harassment by any employee, supervisor, manager, officer or Commission member, or agent of the employer. Vendors, contractors, and consultants shall not engage in conduct that has an effect of unreasonably interfering with a COMMISSION employee's work performance or creates an intimidating, hostile or offensive work environment.

## 13. FEDERAL CERTIFICATIONS AND ASSURANCES.

A. CONSULTANT and all subcontractors shall comply, as applicable, with the Federal Highway Administration (FHWA) "Transportation Planning Process Certification" requirements in accordance with 23 CFR 450.336, as may be amended, and the federal transportation act and its successors thereto. It may include but is not limited to:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
2. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1), 49 CFR Part 21, and the Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794;
4. Section 1101(b) of the FAST Act Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
6. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;

7. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
  8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
  9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
  10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.
- B. CONSULTANT shall also comply with "Certifications and Assurances for Federal Transportation Administration (FTA) Assistance", including "Certifications and Assurances Required of Each Applicant" and the "Lobbying Certification" in compliance with 49 U.S.C. Chapter 53, published annually in the Federal Register and found online at <https://www.transit.dot.gov/funding/grantee-resources/certifications-and-assurances/certifications-assurances>

The 2022 FTA Certifications includes the following areas under "Assurances Required of Each Applicant: "

1. Authority of Applicant and its Representatives
  2. Standard Assurances
  3. Intergovernmental Review Assurance
  4. Suspension and Debarment Certification
  5. U.S. OMB Assurances in SF-424B and SF-424D
14. PROHIBITION OF EXPENDING COMMISSION, STATE, OR FEDERAL FUNDS FOR LOBBYING.
- A. CONSULTANT certifies to the best of his or her knowledge and belief that:
1. No state, federal or COMMISSION appropriated funds have been paid, or will be paid by-or-on behalf of CONSULTANT to any person for influencing or attempting to influence an officer or employee of any state or agency; a Member of the State Legislature or United States Congress; an officer or employee of the Legislature or Congress; or any employee of a Member of the

State Legislature or United States Congress, or any employee of a Member of the Legislature or Congress, in connection with the awarding this AGREEMENT or with the extension, continuation, renewal, amendment, or modification of this AGREEMENT.

2. If any funds other than state or federal appropriated funds have been paid, or will be paid to any person for influencing or attempting to influence an officer or employee of any local, State, or federal agency; a Member of the State Legislature or Congress; an officer or employee of the State Legislature or Congress, or any employee of a Member of the State Legislature or Congress; in connection with the awarding or making of this AGREEMENT, the CONSULTANT shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
  - B. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, US. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
  - C. CONSULTANT also agrees by signing this AGREEMENT that he or she shall require that the language of this certification be included in all lower-tier subcontracts, which exceed \$100,000, and that all such sub-recipients shall certify and disclose accordingly.
15. CONFLICT OF INTEREST.
- A. During the term of this AGREEMENT, CONSULTANT shall disclose any financial, business, or other relationship with COMMISSION that may have an impact upon the outcome of this AGREEMENT, or any ensuing COMMISSION construction project. CONSULTANT shall also list current clients who may have a financial interest in the outcome of this AGREEMENT, or any ensuing COMMISSION construction project, which will follow.
  - B. CONSULTANT certifies that it has disclosed to COMMISSION any actual, apparent, or potential conflicts of interest that may exist relative to the services to be provided pursuant to this AGREEMENT. CONSULTANT agrees to advise COMMISSION of any actual, apparent or potential conflicts of interest that may develop subsequent to the date of execution of this AGREEMENT. CONSULTANT further agrees to complete any statements of economic interest if required by either COMMISSION ordinance or State law.

- C. CONSULTANT hereby certifies that it does not now have, nor shall it acquire any financial or business interest that would conflict with the performance of services under this AGREEMENT.
- D. The CONSULTANT hereby certifies that the CONSULTANT or subconsultant and any firm affiliated with the CONSULTANT or subconsultant that bids on any construction contract or on any agreement to provide construction inspection for any construction project resulting from this AGREEMENT, has established necessary controls to ensure a conflict of interest does not exist. An affiliated firm is one, which is subject to the control of the same persons, through joint ownership or otherwise.

16. LICENSES.

If a license of any kind is required of CONSULTANT, its employees, agents, or subcontractors by Federal or State law, CONSULTANT warrants that such license has been obtained, is valid and in good standing, that CONSULTANT shall keep it in effect at all times during the terms of this AGREEMENT, and that any applicable bond has been posted in accordance with all applicable laws and regulations.

17. DEBARMENT AND SUSPENSION CERTIFICATION.

- A. CONSULTANT'S signature affixed herein, shall constitute a certification under penalty of perjury under the laws of the State of California, that CONSULTANT or any person associated therewith in the capacity of owner, partner, director, officer, or manager, is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency; has not been suspended, debarred, voluntarily excluded, or determined ineligible by any federal agency within the past three (3) years; does not have a proposed debarment pending; and has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years.
- B. Any exceptions to this certification must be disclosed to the COMMISSION. Exceptions will not necessarily result in denial of recommendation for award, but will be considered in determining CONSULTANT responsibility. Disclosures must indicate to whom exceptions apply, initiating agency, and dates of action.
- C. Exceptions to the Federal Government Excluded Parties List System maintained by the General Services Administration are to be determined by the FHWA.

## 18. INDEPENDENT CONSULTANT STATUS.

A. CONSULTANT and COMMISSION have reviewed and considered the principal test and secondary factors herein and agree that CONSULTANT is an independent CONSULTANT and not an employee of COMMISSION. CONSULTANT is responsible for all insurance (workers compensation, unemployment, etc.) and all payroll related taxes. CONSULTANT is not entitled to any employee benefits provided by the COMMISSION, including any pension or PERS benefits. COMMISSION agrees that CONSULTANT shall have the right to control the manner and means of accomplishing the result contracted for herein.

1. PRINCIPAL TEST: The CONSULTANT rather than COMMISSION has the right to control the manner and means of accomplishing the result contracted for.
2. SECONDARY FACTORS: (a) The extent of control which, by agreement, COMMISSION may exercise over the details of the work is slight rather than substantial; (b) CONSULTANT is engaged in a distinct occupation or business; (c) In the locality where the work is to be done by CONSULTANT is usually done by a specialist without supervision, rather than under the direction of an employer; (d) The skill required in the particular occupation is substantial rather than slight; (e) The CONSULTANT rather than the COMMISSION supplies the instrumentalities, tools and work place; (f) The length of time for which CONSULTANT is engaged is of limited duration rather than indefinite; (g) The method of payment of CONSULTANT is by the job rather than by the time; (h) The work is part of a special or permissive activity, program, or project, rather than part of the regular business of COMMISSION; (i) CONSULTANT and COMMISSION believe they are creating an independent CONSULTANT relationship rather than an employer-employee relationship; and (j) The COMMISSION conducts public business.

It is recognized that it is not necessary that all secondary factors support creation of an independent CONSULTANT relationship, but rather that overall there are significant secondary factors which indicate that CONSULTANT is an independent CONSULTANT.

- B. It is understood and agreed that CONSULTANT (including CONSULTANT'S employees) is an independent contractor and that no relationship of employer-employee exists between the parties hereto. CONSULTANT'S assigned personnel, officers, employees, agents, or subconsultants shall not be entitled to any benefits payable to

COMMISSION employees, including, but not limited to, healthcare, retirement, and leave benefits.

- C. CONSULTANT'S obligation to pay its subconsultant(s) is an independent obligation from COMMISSION'S obligation to make payments to the CONSULTANT.
- D. COMMISSION is not required to make any deductions or withholds from the compensation payable to CONSULTANT under the provisions of the AGREEMENT and is not required to issue W-2 Forms for income and employment tax purposes for any of CONSULTANT'S assigned personnel. CONSULTANT, in the performance of its obligation hereunder, is only subject to the control or direction of the COMMISSION as to the designation of tasks to be performed and the results to be accomplished.
- E. Any third-party person(s) employed by CONSULTANT shall be entirely and exclusively under the direction, supervision and control of CONSULTANT. CONSULTANT hereby indemnifies and holds COMMISSION, its governing body, officers, employees, and agents, harmless from any and all claims that may be made against COMMISSION based upon any contention by any third party that an employer-employee relationship exists by reason of this AGREEMENT.
- F. Except as expressly authorized herein, CONSULTANT'S obligations under this AGREEMENT are not assignable or transferable, and CONSULTANT shall not subcontract any work, without the prior written approval of the COMMISSION. However, claims for money due or which become due to CONSULTANT from COMMISSION under this AGREEMENT may be assigned to a financial institution or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to the COMMISSION.

19. COST PRINCIPLES AND ADMINISTRATIVE REQUIREMENTS.

- A. CONSULTANT agrees that the AGREEMENT Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et seq., shall be used to determine the cost allowability of individual items.
- B. CONSULTANT also agrees to comply with federal procedures in accordance with 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- C. Any costs for which payment has been made to CONSULTANT that are determined by subsequent audit to be unallowable under 48 CFR,

Part 31 or 2 CFR Part 200 are subject to repayment by CONSULTANT to COMMISSION.

- D. When a CONSULTANT or subconsultant is a Non-Profit Organization or an Institution of Higher Education, the Cost Principles for Title 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards shall apply.
- E. Contractor and subcontractors shall establish and maintain, an accounting system conforming to Generally Accepted Accounting Principles (GAAP) to support Requests for Reimbursement which segregate and accumulate the costs of work elements by line item (i.e., direct labor, other direct costs, subrecipients/subcontractor, etc.) and enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices.

20. RETENTION OF RECORDS/AUDIT.

- A. For the purpose of determining compliance with Government Code section 8546.7, CONSULTANT, its subconsultants, and COMMISSION shall maintain and make available for inspection all books, documents, papers, accounting records, Independent CPA Audited Indirect Cost Rate workpapers, and other evidence pertaining to the performance of the AGREEMENT, including but not limited to, the costs of administering the AGREEMENT. All parties, including the CONSULTANT'S independent CPA, shall make such materials available at their respective offices at all reasonable times during the AGREEMENT period and for three (3) years from the date of final payment under the AGREEMENT and records for real property and equipment acquired with federal funds must be retained for three (3) years after final disposition. If any action has occurred relative to the records, the records must be retained until completion of the action and resolution of all issues that arise from it.
- B. The State, State Auditor, COMMISSION shall have access to any books, records, and documents of CONSULTANT, subconsultants, and its/their certified public accountants' (CPA) work papers that are pertinent to the AGREEMENT. CONSULTANT shall furnish indirect cost rates (ICR) for audit, examinations, excerpts, and transactions, and copies thereof if requested. The FHWA or other authorized representative of the federal government shall also have access to the records described in this paragraph, if federal funds are used in this AGREEMENT.

21. INSPECTION OF WORK.

The CONSULTANT and any subconsultant shall permit the COMMISSION, the STATE, and the FHWA or FTA if federal participating funds are used in this AGREEMENT, to review and inspect the project activities and files at all reasonable times during the term of this AGREEMENT including review and inspection on a daily basis if desired.

22. ACKNOWLEDGMENT.

CONSULTANT shall acknowledge in all reports and literature that the material is prepared for and on behalf of the COMMISSION.

23. WORK PRODUCTS/OWNERSHIP OF DATA.

- A. All material, data, information, and written, graphic or other work produced under this AGREEMENT shall be the property of COMMISSION, as such the material, data, information, and written, graphic or other work is subject to the unqualified and unconditional right of the COMMISSION to use, reproduce, publish, display, and make derivative use of all such work, or any part of it, free of charge and in any manner and for any purpose; and to authorize others to do so. CONSULTANT shall have no property right therein whatsoever.
- B. Immediately upon termination or expiration of this AGREEMENT or upon completion of all work under this AGREEMENT, the COMMISSION shall be entitled to and the CONSULTANT shall deliver to the COMMISSION reports, investigations, appraisals, inventories, studies, analysis, drawing and data estimates performed to date, whether completed or not, and other such materials as may have been prepared by CONSULTANT in performing this AGREEMENT (which is not CONSULTANT'S privileged information, as defined by law or CONSULTANT'S personnel information) along with all other property belonging exclusively to the COMMISSION which is in the CONSULTANT'S possession. Publication of the information derived from work performed or data obtained in connection with services rendered under this AGREEMENT must be approved in writing by the COMMISSION.
- C. Additionally, it is agreed that the Parties intend this to be an AGREEMENT for services and each considers the products and results of the services to be rendered by CONSULTANT hereunder to be work made for hire. CONSULTANT acknowledges and agrees that the work (and all rights therein, including, without limitation, copyright) belongs to and shall be the sole and exclusive property of COMMISSION without restriction or limitation upon its use or dissemination by COMMISSION.



- D. Nothing herein shall constitute or be construed to be any representation by CONSULTANT that the work product is suitable in any way for any other project except the one detailed in this AGREEMENT. Any reuse by COMMISSION for another project or project location shall be at COMMISSION'S sole risk.
- E. Applicable patent rights provisions regarding rights to inventions shall be included in the AGREEMENT as appropriate (48 CFR 27, Subpart 27.3—Patent Rights under Government Contracts for federal-aid contracts).
- F. The COMMISSION may permit copyrighting reports or other AGREEMENT products, subject to its rights in Section G below. If copyrights are permitted, the agreement shall provide that the COMMISSION shall have the royalty-free nonexclusive and irrevocable right to reproduce, publish, or otherwise use; and to authorize others to use, the work for government purposes.
- G. If any of the work is subject to copyright, trademark, service mark, or patent, CONSULTANT now grants to the COMMISSION a perpetual, royalty-free, nonexclusive and irrevocable license and/or right to use, reproduce, publish, use in the creation of derivative works, and display and perform the work, or any part of it, and to grant to any third party a comparable and coextensive sublicense and/or right.

24. CONFIDENTIALITY OF DATA.

- A. All financial, statistical, personal, technical, or other data and information relative to COMMISSION'S operations, which are designated confidential by COMMISSION and made available to CONSULTANT in order to carry out this AGREEMENT, shall be protected by CONSULTANT from unauthorized use and disclosure.
- B. Permission to disclose information on one occasion, or disclosure pursuant to a public hearing held by COMMISSION relating to the AGREEMENT, shall not authorize CONSULTANT to further disclose such information, or disseminate the same on any other occasion.
- C. CONSULTANT shall not comment publicly to the press or any other media regarding the AGREEMENT or COMMISSION'S actions on the same, except to COMMISSION'S staff, CONSULTANT'S own personnel involved in the performance of this CONTRACT, at public hearings or in response to questions from a government entity.
- D. CONSULTANT shall not issue any news release or public relations item of any nature, whatsoever, regarding work performed or to be performed under this AGREEMENT without prior review of the

contents thereof by COMMISSION, and receipt of COMMISSION'S written permission.

25. NATIONAL LABOR RELATIONS BOARD CERTIFICATION.

In accordance with Public Contract Code Section 10296, CONSULTANT hereby states under penalty of perjury that no more than one final unappealable finding of contempt of court by a federal court has been issued against CONSULTANT within the immediately preceding two-year period, because of CONSULTANT's failure to comply with an order of a federal court that orders CONSULTANT to comply with an order of the National Labor Relations Board.

26. EVALUATION OF CONSULTANT.

CONSULTANT's performance will be evaluated by COMMISSION. A copy of the evaluation will be sent to CONSULTANT for comments. The evaluation together with the comments shall be retained as part of the AGREEMENT record.

27. DRUG-FREE WORKPLACE.

CONSULTANT shall comply with the provisions of Government Code § 8350 et seq., regarding Drug-Free Workplace Certification, and with the U.S. DOT regulations "Drug-Free Workplace Requirements Grants" in 49 CFR Part 29, Subpart F.

28. CHANGE IN TERMS.

- A. This AGREEMENT may be amended or modified only by mutual written agreement of the parties.
- B. No alteration or variation of the terms of this AGREEMENT shall be valid unless made in writing and signed by the parties authorized to bind the parties; and no oral understanding or agreement not incorporated herein, shall be binding on any of the parties hereto.
- C. There shall be no change in CONSULTANT's Project Manager or members of the project team, as listed in the approved Cost Proposal, which is a part of this AGREEMENT, without prior written approval by COMMISSION's Contract Administrator.
- D. CONSULTANT shall only commence work covered by an amendment after the amendment is executed and notification to proceed has been provided by the COMMISSION'S Contract Manager.

29. DISPUTES.

This AGREEMENT shall be construed under the laws of the State of California. Pending final resolution of a dispute hereunder, CONSULTANT

shall proceed diligently with the performance of this AGREEMENT and shall comply with COMMISSION'S instructions.

Prior to either party commencing any legal action under this AGREEMENT, the parties agree to try in good faith, to settle any dispute amicably between them. If a dispute has not been settled after thirty (30) days of good-faith negotiations and as may be otherwise provided herein, then either party may commence legal action against the other.

- A. Any dispute, other than audit disputes, concerning a question of fact arising under this AGREEMENT that is not disposed of by agreement shall be decided by a committee consisting of the COMMISSION'S Contract Manager and Executive Director, who may consider written or verbal information submitted by the CONSULTANT. The committee's determination regarding such dispute shall be final unless the committee determines, in its sole discretion, that the dispute shall be determined by the Board of COMMISSION.
- B. Not later than 30 days after completion of all work under the AGREEMENT, CONSULTANT may request review by COMMISSION of unresolved claims or disputes, other than audit. The request for review will be submitted in writing and carried out in accordance with the process described in paragraph A.
- C. Neither the pendency of a dispute, nor its consideration by the committee will excuse the CONSULTANT from full and timely performance in accordance with the terms of this AGREEMENT.

30. AUDIT REVIEW PROCEDURES.

- A. Any dispute concerning a question of fact arising under an interim or post-completion audit of this AGREEMENT that is not disposed of by agreement, shall be reviewed by the COMMISSION'S Contract Manager and Executive Director
- B. Not later than 30 days after issuance of the final audit report, the CONSULTANT may request a review by the COMMISSION'S Executive Director of unresolved audit issues. The request for review will be submitted in writing. The Executive Director's determination regarding such dispute shall be final unless the Executive Director determines, in its sole discretion, that the dispute shall be determined by the Board of the COMMISSION.
- C. Neither the pendency of a dispute nor its consideration by the COMMISSION will excuse the CONSULTANT from full and timely performance, in accordance with the terms of this AGREEMENT.

- D. CONSULTANT and subconsultants' contracts, including cost proposals and indirect cost rates (ICR), are subject to audits or reviews such as, but not limited to, an AGREEMENT Audit, an Incurred Cost Audit, an ICR Audit, or a certified public accountant (CPA) ICR Audit Workpaper Review. If selected for audit or review, the AGREEMENT, Cost Proposal (Exhibit C) and ICR and related work papers, if applicable, will be reviewed to verify compliance with 48 CFR, Part 31 and other related laws and regulations. In the instances of a CPA ICR Audit Workpaper Review, it is CONSULTANT'S responsibility to ensure federal, state, or local government officials are allowed full access to the CPA's workpapers, including making copies as necessary. The AGREEMENT, cost proposal, and ICR shall be adjusted by CONSULTANT and approved by COMMISSION Contract Manager to conform to the audit or review recommendations. CONSULTANT agrees that individual terms of costs identified in the audit report shall be incorporated into the AGREEMENT by this reference if directed by COMMISSION at its sole discretion. Refusal by CONSULTANT to incorporate audit or review recommendations, or to ensure that the COMMISSION, and/or Federal, State, or other local governments have access to CPA workpapers, will be considered a breach of AGREEMENT terms and cause for termination of the AGREEMENT and disallowance of prior reimbursed costs.
- E. CONSULTANT'S Cost Proposal (Exhibit C) may be subject to a CPA ICRA Audit Work Paper Review and/or audit by the Independent Office of Audits and Investigation (IOAI). IOAI, at its sole discretion, may review and/or audit and approve the CPA ICR documentation. The Cost Proposal (Exhibit C) shall be adjusted by the CONSULTANT and approved by the COMMISSION Contract Manager to conform to the Work Paper Review recommendations included in the management letter or audit recommendations included in the audit report. Refusal by the CONSULTANT to incorporate the Work Paper Review recommendations included in the management letter or audit recommendations included in the audit report will be considered a breach of the AGREEMENT terms and cause for termination of the AGREEMENT and disallowance of prior reimbursed costs.
1. During IOAI's review of the ICR audit work papers created by the CONSULTANT's independent CPA, IOAI will work with the CPA and/or CONSULTANT toward a resolution of issues that arise during the review. Each party agrees to use its best efforts to resolve any audit disputes in a timely manner. If IOAI identifies significant issues during the review and is unable to issue a cognizant approval letter, COMMISSION will reimburse the CONSULTANT at an accepted ICR until a FAR (Federal Acquisition Regulation) compliant ICR {e.g. 48 CFR Part 31; GAGAS

(Generally Accepted Auditing Standards); CAS (Cost Accounting Standards), if applicable; in accordance with procedures and guidelines of the American Association of State Highways and Transportation Officials (AASHTO) Audit Guide; and other applicable procedures and guidelines} is received and approved by IOAI.

Accepted rates will be as follows:

- a. If the proposed rate is less than one hundred fifty percent (150%)—the accepted rate reimbursed will be ninety percent (90%) of the proposed rate.
  - b. If the proposed rate is between one hundred fifty percent (150%) and two hundred percent (200%)—the accepted rate will be eighty-five percent (85%) of the proposed rate.
  - c. If the proposed rate is greater than two hundred percent (200%)—the accepted rate will be seventy-five percent (75%) of the proposed rate.
2. If IOAI is unable to issue a cognizant letter per paragraph E.1. above, IOAI may require CONSULTANT to submit a revised independent CPA-audited ICR and audit report within three (3) months of the effective date of the management letter. IOAI will then have up to six (6) months to review the CONSULTANT's and/or the independent CPA's revisions.
  3. If the CONSULTANT fails to comply with the provisions of this paragraph E, or if IOAI is still unable to issue a cognizant approval letter after the revised independent CPA audited ICR is submitted, overhead cost reimbursement will be limited to the accepted ICR that was established upon initial rejection of the ICR and set forth in paragraph E.1. above for all rendered services. In this event, this accepted ICR will become the actual and final ICR for reimbursement purposes under this AGREEMENT.
  4. CONSULTANT may submit to COMMISSION final invoice only when all of the following items have occurred: (1) IOAI accepts or adjusts the original or revised independent CPA audited ICR; (2) all work under this AGREEMENT has been completed to the satisfaction of COMMISSION; and (3) IOAI has issued its final ICR review letter. The CONSULTANT MUST SUBMIT ITS FINAL INVOICE TO COMMISSION no later than sixty (60) calendar days after occurrence of the last of these items. The accepted ICR will apply to this AGREEMENT and all other agreements executed between COMMISSION and the CONSULTANT, either as a prime or subconsultant, with the same fiscal period ICR.

## 31. SUBCONTRACTING.

- A. The CONSULTANT is responsible for performing the work required under the AGREEMENT in a manner acceptable to COMMISSION. The CONSULTANT'S organization and all associated consultants and subconsultants must be identified in Article 1 of this CONTRACT or the Cost Proposal (Exhibit C). If the CONSULTANT wishes to use a subconsultant not specified in this AGREEMENT or Exhibit C, prior written approval must be obtained from the COMMISSION. The subcontract must contain all required provisions of this AGREEMENT. All subawards must include adequate oversight, management, and administration of engineering and design related consultant services and be administered in accordance with State laws and procedures specified in 23 U.S.C.106(g)(4) and 2 CFR 200.331.
- B. Nothing contained in this AGREEMENT or otherwise, shall create any contractual relation between COMMISSION and any subconsultant(s), and no subcontract shall relieve CONSULTANT of its responsibilities and obligations hereunder. CONSULTANT agrees to be as fully responsible to COMMISSION for the acts and omissions of its subconsultant(s) and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by CONSULTANT. CONSULTANT'S obligation to pay its subconsultant(s) is an independent obligation from COMMISSION'S obligation to make payments to the CONSULTANT.
- C. The CONSULTANT shall perform the work contemplated with resources available within its own organization; and no portion of the work pertinent to this AGREEMENT shall be subcontracted without prior written authorization by the COMMISSION'S Contract Manager, except that, which is expressly identified in the approved Cost Proposal (Exhibit C).
- D. CONSULTANT or subconsultant shall pay to any subconsultant, not later than fifteen (15) days after receipt of each progress payment, unless otherwise agreed to in writing, the respective amounts allowed CONSULTANT on account of the work performed by the subconsultants, to the extent of each subconsultant's interest therein. In the event that there is a good faith dispute over all or any portion of the amount due on a progress payment from CONSULTANT or subconsultant to a subconsultant, CONSULTANT or subconsultant may withhold no more than 150 percent of the disputed amount. Any violation of this requirement shall constitute a cause for disciplinary action and shall subject the licensee to a penalty, payable to the

subconsultant, of 2 percent of the amount due per month for every month that payment is not made.

- E. In any action for the collection of funds wrongfully withheld, the prevailing party shall be entitled to his or her attorney's fees and costs. The sanctions authorized under this requirement shall be separate from, and in addition to, all other remedies, either civil, administrative, or criminal. This clause applies to both DBE and non-DBE subconsultants.
- F. All subcontracts entered into as a result of this AGREEMENT shall contain all the provisions stipulated in this AGREEMENT to be applicable to subconsultants.
- G. Any substitution of subconsultants must be approved in writing by the COMMISSION'S Contract Manager prior to the start of work by the subconsultant.
- H. The CONSULTANT hereby agrees that neither CONSULTANT, nor any firm affiliated with the CONSULTANT, will bid on or enter into any construction AGREEMENT, or on any AGREEMENT to provide construction inspection for any construction project resulting from this AGREEMENT. An affiliated firm is one which is subject to the control of the same persons through joint-ownership, or otherwise.
- I. Except for subconsultants whose services are limited to providing surveying or materials testing information, no subconsultant who has provided design services in connection with this AGREEMENT shall be eligible to bid on or enter into any construction contract, or on any contract to provide construction inspection for any construction project resulting from this AGREEMENT.

32. DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION.

- A. CONSULTANT or subconsultant shall take necessary and reasonable steps to ensure that DBEs have opportunities to participate in the contract (49 CFR 26). To ensure equal participation of DBEs provided in 49 CFR 26.5, the COMMISSION shows a contract goal for DBEs. CONSULTANT shall make work available to DBEs and select work parts consistent with available DBE subconsultants and suppliers.

CONSULTANT shall meet the DBE goal shown elsewhere in these special provisions or demonstrate that they made adequate Good Faith Efforts (GFE) to meet this goal. It is CONSULTANT'S responsibility to verify at date of proposal opening that the DBE firm is certified as a DBE by using the California Unified Certification Program (CUCP) database and possesses the most specific available

North American Industry Classification System (NAICS) codes and work code applicable to the type of work the firm will perform on the contract. Additionally, the CONSULTANT is responsible for documenting the verification record by printing out the CUCP data for each DBE firm. A list of DBEs certified by the CUCP can be found at <https://dot.ca.gov/programs/civil-rights/dbe-search>.

All DBE participation will count toward the California Department of Transportation's federally mandated statewide overall DBE goal. Credit for materials or supplies CONSULTANT purchases from DBEs counts towards the goal in the following manner:

1. 100 percent counts if the materials or supplies are obtained from a DBE manufacturer.
2. 60 percent counts if the materials or supplies are purchased from a DBE regular dealer.
3. Only fees, commissions, and charges for assistance in the procurement and delivery of materials or supplies count if obtained from a DBE that is neither a manufacturer nor regular dealer. 49 CFR 26.55 defines "manufacturer" and "regular dealer."

This AGREEMENT is subject to 49 CFR 26 entitled "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs". CONSULTANTS who enter into a federally funded agreement will assist the COMMISSION in a good faith effort to achieve California's statewide overall DBE goal.

- B. The goal for DBE participation for this AGREEMENT is \_\_\_\_\_%. Participation by DBE CONSULTANT or subconsultants shall be in accordance with information contained in Exhibit 10-O2: Consultant Contract DBE Commitment attached hereto and incorporated as part of the AGREEMENT. If a DBE subconsultant is unable to perform, CONSULTANT must make a good faith effort to replace him/her with another DBE subconsultant, if the goal is not otherwise met.
- C. CONSULTANT can meet the DBE participation goal by either documenting commitments to DBEs to meet the AGREEMENT goal, or by documenting adequate good faith efforts to meet the AGREEMENT goal. An adequate good faith effort means that the CONSULTANT must show that it took all necessary and reasonable steps to achieve a DBE goal that, by their scope, intensity, and appropriateness to the objective, could reasonably be expected to meet the DBE goal. If CONSULTANT has not met the DBE goal, complete and submit ADM-0312F: Bidder/Proposer DBE Good Faith Efforts Documentation to



document efforts to meet the goal. Refer to 49 CFR 26 for guidance regarding evaluation of good faith efforts to meet the DBE goal.

#### D. Contract Assurance

Under 49 CFR 26.13(b):

CONSULTANT, subrecipient or subconsultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. CONSULTANT shall carry out applicable requirements of 49 CFR 26 in the award and administration of federal-aid contracts.

Failure by the CONSULTANT to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

1. Withholding monthly progress payments (see Article 2. Paragraph e.);
2. Assessing sanctions;
3. Liquidated damages; and/or
4. Disqualifying CONSULTANT from future proposing as non-responsible

#### E. Termination and Replacement of DBE Subconsultants

CONSULTANT shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless CONSULTANT or DBE subconsultant obtains the COMMISSION'S written consent. CONSULTANT shall not terminate or replace a listed DBE for convenience and perform the work with their own forces or obtain materials from other sources without authorization from the COMMISSION. Unless the COMMISSION'S consent is provided, the CONSULTANT shall not be entitled to any payment for work or material unless it is performed or supplied by the listed DBE on the Exhibit 10-02: Consultant Contract DBE Commitment form.

##### Termination of DBE Subconsultants

After execution of the AGREEMENT, termination of a DBE may be allowed for the following, but not limited to, justifiable reasons with prior written authorization from the COMMISSION:

1. Listed DBE fails or refuses to execute a written contract based on plans and specifications for the project.

2. The COMMISSION stipulated that a bond is a condition of executing the subcontract and the listed DBE fails to meet the COMMISSION'S bond requirements.
3. Work requires a consultant's license and listed DBE does not have a valid license under Contractors License Law.
4. Listed DBE fails or refuses to perform the work or furnish the listed materials (failing or refusing to perform is not an allowable reason to remove a DBE if the failure or refusal is a result of bad faith or discrimination).
5. Listed DBE's work is unsatisfactory and not in compliance with the contract.
6. Listed DBE is ineligible to work on the project because of suspension or debarment.
7. Listed DBE becomes bankrupt or insolvent or exhibits credit unworthiness.
8. Listed DBE voluntarily withdraws with written notice from the Contract.
9. Listed DBE is ineligible to receive credit for the type of work required.
10. Listed DBE owner dies or becomes disabled resulting in the inability to perform the work on the Contract.
11. COMMISSION determines other documented good cause.
12. CONSULTANT must use the following procedures to request the termination of a DBE or portion of a DBE's work:
  - a. Send a written notice to the DBE of the CONSULTANT's intent to use other forces or material sources and include one or more justifiable reasons listed above. Simultaneously send a copy of this written notice to the COMMISSION. The written notice to the DBE must request they provide any response within five (5) business days to both the CONSULTANT and the COMMISSION by either acknowledging their agreement or documenting their reasoning as to why the use of other forces or sources of materials should not occur.
  - b. If the DBE does not respond within five (5) business days, CONSULTANT may move forward with the request as if the DBE had agreed to CONSULTANT's written notice.

- c. Submit CONSULTANT's DBE termination request by written letter to the COMMISSION and include:
  - One or more above listed justifiable reasons along with supporting documentation.
  - CONSULTANT's written notice to the DBE regarding the request, including proof of transmission and tracking documentation of CONSULTANT's written notice
  - The DBE's response to CONSULTANT's written notice, if received. If a written response was not provided, provide a statement to that effect.
  - The COMMISSION shall respond in writing to CONSULTANT'S DBE termination request within five (5) business days.

#### Replacement of DBE Subconsultants

After receiving the COMMISSION's written authorization of DBE termination request, CONSULTANT must obtain the COMMISSION's written agreement for DBE replacement.

CONSULTANT must find or demonstrate GFEs to find qualified DBE replacement firms to perform the work to the extent needed to meet the DBE commitment.

The following procedures shall be followed to request authorization to replace a DBE firm:

1. Submit a request to replace a DBE with other forces or material sources in writing to the COMMISSION which must include:
  - a. Description of remaining uncommitted work item made available for replacement DBE solicitation and participation.
  - b. The proposed DBE replacement firm's business information, the work they have agreed to perform, and the following:
    - Description of scope of work and cost proposal
    - Proposed subcontract agreement and written confirmation of agreement to perform on the Contract
    - Revised Exhibit 10-O2: Consultant Contract DBE Commitment

2. If CONSULTANT has not identified a DBE replacement firm, submits documentation of CONSULTANT's GFEs to use DBE replacement firms within seven (7) days of COMMISSION's authorization to terminate the DBE. CONSULTANT may request the COMMISSION's approval to extend this submittal period to a total of 14 days. Submit documentation of actions taken to find a DBE replacement firm, such as:
  - Search results of certified DBEs available to perform the original DBE work identified and or other work CONSULTANT had intended to self-perform, to the extent needed to meet DBE commitment
  - Solicitations of DBEs for performance of work identified
  - Correspondence with interested DBEs that may have included contract details and requirements
  - Negotiation efforts with DBEs that reflect why an agreement was not reached
  - If a DBE's quote was rejected, provide reasoning for the rejection, such as why the DBE was unqualified for the work, or why the price quote was unreasonable or excessive
  - Copies of each DBE's and non-DBE's price quotes for work identified, as the COMMISSION may contact the firms to verify solicitation efforts and determine if the DBE quotes are substantially higher
  - Additional documentation that supports CONSULTANT's GFE
  - The COMMISSION shall respond in writing to CONSULTANT's DBE replacement request within five (5) business days.

#### F. Commitment and Utilization

The COMMISSION's DBE program must include a monitoring and enforcement mechanism to ensure that DBE commitments reconcile to DBE utilization.

The COMMISSION shall request CONSULTANT to:

1. Notify the COMMISSION's contract administrator or designated representative of any changes to its anticipated DBE participation
2. Provide this notification before starting the affected work

3. Maintain records including:

- Name and business address of each first tier subconsultant
- Name and business address of each DBE subconsultant, DBE vendor, and DBE trucking company, regardless of tier
- Date of payment and total amount paid to each business (see Exhibit 9-F: Monthly Disadvantaged Business Enterprise Payment)

If CONSULTANT is a DBE CONSULTANT, they shall include the date of work performed by their own forces and the corresponding value of the work.

If a DBE is decertified before completing its work, the DBE must notify CONSULTANT in writing of the decertification date. If a business becomes a certified DBE before completing its work, the business must notify CONSULTANT in writing of the certification date. CONSULTANT shall submit the notifications to the COMMISSION. On work completion, CONSULTANT shall complete Exhibit 17-O: Disadvantaged Business Enterprises (DBE) Certification Status Change and submit the form to the COMMISSION within 30 days of contract acceptance.

Upon work completion, CONSULTANT shall complete Exhibit 17-F: Final Report – Utilization of Disadvantaged Business Enterprises (DBE), First-Tier Subcontractors and submit it to the COMMISSION within 90 days of contract acceptance. The COMMISSION will withhold \$10,000 until the form is submitted. The COMMISSION will release the withhold upon submission of the completed form.

In the COMMISSION's reports of DBE participation to Caltrans, the COMMISSION must display both commitments and attainments.

G. Commercially Useful Function

DBEs must perform a commercially useful function (CUF) under 49 CFR 26.55 when performing work or supplying materials listed on the DBE Commitment form. The DBE value of work will only count toward the DBE commitment if the DBE performs a CUF. A DBE performs a CUF when it is responsible for execution of the work of the AGREEMENT and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. To perform a CUF, the DBE must also be responsible, with respect to materials and supplies used on the AGREEMENT, for negotiating

price, determining quality and quantity, ordering the material and installing (where applicable), and paying for the material itself.

CONSULTANT must perform CUF evaluation for each DBE working on a federal-aid contract, with or without a DBE goal. Perform a CUF evaluation at the beginning of the DBE's work and continue to monitor the performance of CUF for the duration of the project.

CONSULTANT must provide written notification to the COMMISSION at least 15 days in advance of each DBE's initial performance of work or supplying materials for the Contract. The notification must include the DBE's name, work the DBE will perform on the contract, and the location, date, and time of where their work will take place.

Within 10 days of a DBE initially performing work or supplying materials on the Contract, CONSULTANT shall submit to the LPA the initial evaluation and validation of DBE performance of a CUF using the LAPM 9-J: Disadvantaged Business Enterprise Commercially Useful Function Evaluation. Include the following information with the submittal:

- Subcontract agreement with the DBE
- Purchase orders
- Bills of lading
- Invoices
- Proof of payment

CONSULTANT must monitor all DBE's performance of CUF by conducting quarterly evaluations and validations throughout their duration of work on the Contract using the LAPM 9-J: DBE Commercially Useful Function Evaluation. CONSULTANT must submit to the COMMISSION these quarterly evaluations and validations by the 5<sup>th</sup> of the month for the previous three months of work.

CONSULTANT must notify the COMMISSION immediately if they believe the DBE may not be performing a CUF.

The COMMISSION will verify DBEs performance of CUF by reviewing the initial and quarterly submissions of LAPM 9-J: DBE Commercially Useful Function Evaluation, submitted supporting information, field observations, and through any additional COMMISSION evaluations. The COMMISSION must evaluate DBEs and their CUF performance throughout the duration of a Contract. The COMMISSION will provide written notice to the CONSULTANT and the DBE at least two (2)

business days prior to any evaluation. The CONSULTANT and the DBE must participate in the evaluation. Upon completing the evaluation, the COMMISSION must share the evaluation results with the CONSULTANT and the DBE. An evaluation could include items that must be remedied upon receipt. If the COMMISSION determines the DBE is not performing a CUF, the CONSULTANT must suspend performance of the noncompliant work.

CONSULTANT and DBEs must submit any additional CUF related records and documents within five (5) business days of COMMISSION'S request such as:

- Proof of ownership or lease and rental agreements for equipment
- Tax records
- Employee rosters
- Certified payroll records
- Inventory rosters

Failure to submit required DBE Commercially Useful Function Evaluation forms or requested records and documents can result in withholding of payment for the value of work completed by the DBE.

If CONSULTANT and/or the COMMISSION determine that a listed DBE is not performing a CUF in performance of their DBE committed work, CONSULTANT must immediately suspend performance of the noncompliant portion of the work. COMMISSION may deny payment for the noncompliant portion of the work. COMMISSION will ask the CONSULTANT to submit a corrective action plan (CAP) to the COMMISSION within five (5) days of the noncompliant CUF determination. The CAP must identify how the CONSULTANT will correct the noncompliance findings for the remaining portion of the DBE's work. COMMISSION has five (5) days to review the CAP in conjunction with the CONSULTANT's review. The CONSULTANT must implement the CAP within five (5) days of the COMMISSION'S approval. The COMMISSION will then authorize the prior noncompliant portion of work for the DBE's committed work.

If corrective actions cannot be accomplished to ensure the DBE performs a commercially useful function on the Contract, CONSULTANT may have good cause to request termination of the DBE.

- H. A DBE does not perform a CUF if its role is limited to that of an extra participant in a transaction, AGREEMENT, or project through which

funds are passed in order to obtain the appearance of DBE participation. In determining whether a DBE is such an extra participant, examine similar transactions, particularly those in which DBEs do not participate.

- I. If a DBE does not perform or exercise responsibility for at least thirty percent (30%) of the total cost of its AGREEMENT with its own work force, or the DBE subcontracts a greater portion of the work of the AGREEMENT than would be expected on the basis of normal industry practice for the type of work involved, it will be presumed that it is not performing a CUF.
- J. CONSULTANT shall maintain records of materials purchased or supplied from all subcontracts entered into with certified DBEs. The records shall show the name and business address of each DBE or vendor and the total dollar amount actually paid each DBE or vendor, regardless of tier.

The records shall show the date of payment and the total dollar figure paid to all firms. DBE CONSULTANT'S shall also show the date of work performed by their own forces along with the corresponding dollar value of the work.

- K. If a DBE subconsultant is decertified during the life of the AGREEMENT, the decertified subconsultant shall notify CONSULTANT in writing with the date of decertification. If a subconsultant becomes a certified DBE during the life of the AGREEMENT, the subconsultant shall notify CONSULTANT in writing with the date of certification. Any changes should be reported to COMMISSION'S Contract Manager within thirty (30) calendar days.
- L. Any subcontract entered into as a result of this AGREEMENT shall contain all of the provisions of this section.

**33. REBATES, KICKBACKS OR OTHER UNLAWFUL CONSIDERATION.**

The CONSULTANT warrants that this AGREEMENT was not obtained or secured through rebates, kickbacks, or other unlawful consideration, either promised or paid to any COMMISSION employee. For breach or violation of this warranty, COMMISSION shall have the right in its discretion; to terminate the AGREEMENT without liability; to pay only for the value of the work actually performed; or to deduct from the AGREEMENT price; or otherwise recover the full amount of such rebate, kickback or other unlawful consideration.



## 34. CONTINGENT FEE.

CONSULTANT warrants, by execution of this AGREEMENT, that no person or selling agency has been employed or retained to solicit or secure this AGREEMENT upon an agreement or understanding, for a commission, percentage, brokerage or contingent, excepting bona fide employees or bona fide commercial or selling agencies maintained by the CONSULTANT for the purpose of securing business. For breach or violation of this warranty, the COMMISSION shall have the right to annul this AGREEMENT without liability, or at its discretion to deduct from the AGREEMENT price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

## 35. NOTIFICATION.

All notices hereunder and communications regarding interpretation of the terms of this AGREEMENT and changes thereto, shall be effected by the mailing thereof by registered or certified mail, return receipt requested, postage prepaid, and addressed or emailing with delivery receipt requested as follows:

## CONSULTANT:

Firm  
Project Manager  
Address Line 1  
Address Line 2  
Email Address

## COMMISSION:

Santa Cruz County Regional Transportation Commission  
Brianna Goodman, Transportation Planner  
1101 Pacific Avenue, Suite 250, Santa Cruz, CA 95060

## 36. FORCE MAJEURE

Neither COMMISSION nor CONSULTANT will be liable for any breach or failure to perform under this AGREEMENT or any other documents incorporated by reference herein if such breach or failure to perform is due to acts beyond the reasonable control of such party, which include by way of illustration, but not limitation, acts of God or public enemy, acts of federal, state, or local government, either in its sovereign or contractual capacity, fire, floods, epidemics and quarantines, civil disobedience, strikes, lock-outs, freight embargoes, or severe weather provided, however, that party which has been so affected will promptly give written notice to the other of the fact that it is unable to so perform and the cause(s) therefore. The party claiming force majeure shall promptly notify the other party of the termination of the event and shall

resume its performance under this AGREEMENT immediately upon the cessation of such cause(s). During the period that the performance by one of the parties of its obligations under this AGREEMENT has been suspended because of an event of force majeure, the other party may likewise suspend the performance of its obligations under this AGREEMENT to the extent that the suspension is reasonable.

37. COMPLETE AGREEMENT.

M. AGREEMENT: The two parties to this AGREEMENT, who are the before named CONSULTANT and the before named COMMISSION, hereby agree that this AGREEMENT constitutes the entire AGREEMENT which is made and concluded in duplicate between the two parties. Both of these parties for and in consideration of the payments to be made, conditions mentioned, and work to be performed; each agree to diligently perform in accordance with the terms and conditions of this AGREEMENT as evidenced by the signatures below.

N. COMMISSION DESIGNEE: The Executive Director of COMMISSION, or his or her designee, shall have the authority to act for and exercise any of the rights of COMMISSION as set forth in this AGREEMENT subsequent to, and in accordance with the authorization granted by the COMMISSION.

O. COMPLETE AGREEMENT, INCLUDING ATTACHMENTS. This AGREEMENT includes all exhibits, attachments, and documents incorporated herein and made applicable by reference, constitutes the complete and exclusive statement of the terms and conditions of the AGREEMENT between COMMISSION and CONSULTANT, and supersedes all prior representations, understandings and communications. The invalidity in whole or in part of any term or condition of this AGREEMENT shall not affect the validity of other terms or conditions. The COMMISSION'S waiver of CONSULTANT'S performance of any term(s) or condition(s) of this AGREEMENT shall not be construed as a waiver for any future performance of such term(s) or conditions(s).

P. Attachments

Exhibit A: Scope of Services

Exhibit B: Project Schedule

Exhibit C: Cost Proposal

Exhibit D: [Consultant Certification of Contract Costs and Financial Management System](#)

Exhibit F: Consultant Contract DBE Commitment ([LAPM Exhibit 10-O2](#))

Exhibit E: [Consultant Financial Document Review Request](#)

Exhibit F: Disclosure of Lobbying Activities, Standard Form ([LAPM Exhibit 10-Q](#)).

Exhibit G: [Levine Act Statement](#)

Each of the undersigned represents and warrants that he or she is duly authorized to execute and deliver this Agreement and that such execution is binding upon the entity for which he or she is executing this document.

DRAFT

SIGNATURE PAGE

**Agreement No. TP2188**

1. CONSULTANT:

By \_\_\_\_\_  
*Name*  
Title

Date \_\_\_\_\_

Firm Name  
Address  
City, State, Zip  
Telephone  
Email

2. SANTA CRUZ COUNTY REGIONAL  
TRANSPORTATION COMMISSION:

By \_\_\_\_\_  
*Mitch Weiss*  
Interim Executive Director

Date \_\_\_\_\_

1101 Pacific Avenue, Suite 250  
Santa Cruz, CA 95060

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 Contract Coordinator, CONSULTANT

**AGENDA:** April 4, 2024

**TO:** Santa Cruz County Regional Transportation Commission

**FROM:** Tommy Travers, Transportation Planner and Jason Thompson,  
Transportation Planning Technician

**RE:** Contract award for vegetation control utilizing goats along the Santa Cruz Branch Rail Corridor

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## **RECOMMENDATIONS**

Staff recommends that the Regional Transportation Commission (RTC) adopt a resolution (Attachment 1) authorizing the Executive Director to enter into an agreement with Capra Environmental Services Corp. (Attachment 1, Exhibit 1) for a total amount not to exceed \$45,250 for vegetation control along the Santa Cruz Branch Rail corridor using goats.

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## **BACKGROUND**

Periodic preventative maintenance inspections performed by RTC staff identify areas along the Santa Cruz Branch Rail Line (Branch Line) that are in need of vegetation maintenance. The RTC seeks to maintain the Branch Line corridor to help improve safety, more effectively address trespassing, keep overgrowth clear from drainage ditches to prevent clogging that can cause damage to infrastructure or flooding of neighboring properties, and reduce organic fuels available to mitigate fire risk.

The RTC is responsible for maintaining the rail line right-of-way outside of the freight easement up to milepost 7.0 and the entire rail line right-of-way beyond milepost 7.0 pursuant to the Administration, Coordination, and License Agreement with St. Paul & Pacific Railroad, including the control of vegetation. In 2022 and 2023, the RTC procured the services of Capra Environmental Services Corp. to clear vegetation at locations along the Branch Line in La Selva Beach, Aptos, Capitola, and Live Oak using goats. The project has been successful and has led to a significant decrease in the amount of vegetation in the corridor.

In 2019, by resolution, the RTC elected to become subject to the procedures of the California Uniform Public Construction Cost Accounting Act (CUPCCAA), which allows the RTC to procure construction contractors for public projects up to \$200,000 through an informal bidding process. In accordance with CUPCCAA, the RTC solicited bids for vegetation control along the rail line right-of-way using goats.

## **DISCUSSION**

Utilizing herds of goats and sheep to clear unwanted vegetation has proven to be a viable option for the Santa Cruz Branch Rail Line. Goats are quieter, more energy efficient, require less labor, and could reduce the need for or enhance the

effectiveness of herbicides and are expected to reduce the overall maintenance cost of the corridor. Goats can eat poison oak, as well as many invasive species of plants. However, goats will not eat all plants. Some of those plants that the goats will not eat include pampas grass and scotch broom.

Staff released a Request for Bids (RFB) seeking qualified contractors to bid on five locations along the Branch Line.

The RFB includes work covering:

- South County (Galligan Slough)
- Aptos (Doris Ave to Sandalwood Dr.)
- Aptos (State Park Dr. to Poplar St.)
- Capitola (Coronado St. to Wesley St.), and
- Live Oak (41<sup>st</sup> Ave. to 17<sup>th</sup> Ave.).

Bids from contractors were due on March 8, 2024, and though staff reached out to several companies, only one bid was received.

Using goats to control vegetation requires the use of electric fencing, goat herders and herding dogs to keep the goats in the designated areas and protect the goats. The recommended contractor, Capra Environmental Services Corp, has extensive experience clearing vegetation with goats on public rights-of-way as they have contracts with Caltrans to clear vegetation along state highways and roadways in counties throughout the San Francisco Bay Area. Capra also performed this work for the RTC in 2022 and 2023 and did good work demonstrating professionalism and responsiveness throughout the vegetation management projects.

Although only one bid was received, its cost is reasonable. In 2023, the cost was \$31,500 for about 2.6 miles or about \$12,115 per mile. This bid is \$45,250 for about 3.7 miles or about \$12,229 per mile. This is an increase of \$114 in the cost per mile which is less than 1%.

**Staff recommends that the RTC approve a resolution (Attachment 1) authorizing the Executive Director to accept a bid and execute a contract (Attachment 1, Exhibit A) for the vegetation control along the Branch Line with Capra Environmental Services Corp, for a total contract value not to exceed \$45,250.**

## **FISCAL IMPACT**

The RTC's budget for the Santa Cruz Branch Rail Line provides funds for corridor encroachments and preventative maintenance activities. There is sufficient capacity remaining in this fiscal year's budget for corridor maintenance; therefore, there are no new fiscal impacts associated with the proposed contract to maintain vegetation along the Branch Line.

## **SUMMARY**

Staff solicited bids for a contractor to maintain vegetation utilizing goats along the Santa Cruz Branch Rail corridor through the RTC's informal bidding process. One bid was received for the five locations of work from Capra Environmental Services. Staff recommends entering into a contract of \$45,250 for the needed vegetation control along the Branch Line corridor with Capra Environmental Services.

## **ATTACHMENTS:**

1. Resolution

S:\RTC\TC2024\04\Consent\Goat Vegetation Management\SR-Goat Veg Mgmt.docx

**RESOLUTION NO.**

Adopted by the Santa Cruz County Regional Transportation Commission  
on the date of April 4, 2024  
on the motion of Commissioner  
duly seconded by Commissioner

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER  
INTO A CONTRACT WITH CAPRA ENVIRONMENTAL SERVICES FOR VEGETATION  
CONTROL USING GOATS ALONG THE SANTA CRUZ BRANCH RAIL LINE UP TO A  
MAXIMUM AMOUNT \$45,250

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

WHEREAS, vegetation control is needed for the Branch Line right-of-way to  
maintain the property and ensure access for other maintenance activities and for law  
enforcement;

WHEREAS, in 2022, RTC initiated a pilot project for vegetation control using goats,  
which worked well and again used goats for vegetation control in 2023; and

WHEREAS, RTC staff released a request for bids for vegetation control using goats  
through an informal bidding process; and

WHEREAS, the RTC received one reasonable and responsive bid for vegetation  
control with goats in the amount of \$45,250;

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

1. RTC accepts the bid for vegetation control with goats in the amount of \$45,250;
2. The Executive Director is authorized to negotiate and enter into a contract with  
Capra Environmental Services for vegetation control along the Santa Cruz Branch  
Rail Corridor using goats for up to a maximum amount of \$45,250 subject to the  
final review by legal counsel as to form.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

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Kristen Brown, Chair



ATTEST:

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Mitch Weiss, Secretary

Exhibit A: Draft Agreement with Capra Environmental Services

Distribution: RTC Project Manager, RTC Fiscal, Contractor

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**CONTRACT No. TP2190****INDEPENDENT CONTRACTOR AGREEMENT**  
**CONSTRUCTION BY INFORMAL BIDDING**

This CONTRACT for independent contractor services (the "CONTRACT") is entered into on \_\_\_\_\_, by and between the SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION, hereinafter called COMMISSION, and CAPRA ENVIRONMENTAL SERVICES, hereinafter called CONTRACTOR. The parties agree as follows:

1. **SERVICES.** In accordance with the terms and conditions set forth in this CONTRACT, CONTRACTOR agrees to perform all services described in the Scope of Services, attached as Exhibit A, which is incorporated herein for the benefit of the COMMISSION (hereinafter "the project"). In the event of a conflict in or inconsistency between the terms of this CONTRACT and Exhibit A, this CONTRACT shall prevail.
  - A. In the event of a conflict in or inconsistency between the terms of this CONTRACT and Exhibit A, this CONTRACT shall prevail.
  - B. CONTRACTOR personnel listed below are hereby designated as key personnel under this CONTRACT. If a change to key personnel is necessary, the change must be approved in writing by the COMMISSION Contract Manager.

Name	Title	Role

2. **COMPENSATION.** The COMMISSION agrees to pay CONTRACTOR payment on a lump sum basis not to exceed \$45,250 for the Scope of Work (Exhibit A) after receipt and CONTRACT manager approval of invoices submitted in accordance with Bid Sheet (Exhibit B) dated through \_\_\_\_\_, and upon satisfactory completion of projects and compliance with all requirements as directed by the COMMISSION Contract Manager.
  - A. **Invoices.** CONTRACTOR shall submit invoices no less than once monthly, based on the cost for services performed prior to the invoice date.
    1. Invoices shall reference this CONTRACT number and project title, Work Order number(s), and Task Order number(s), where applicable.

Invoices shall include, total amount previously paid under this CONTRACT.

2. Submit electronically to:

- C. **Payment.** COMMISSION shall make payments upon Contract Manager approval, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred according to the Bid Sheet (Exhibit B).
  - D. For personnel subject to prevailing wage rates as described in the California Labor Code, all salary increases, which are the direct result of changes in the prevailing wage rates are reimbursable.
  - E. **Payment of Taxes.** CONTRACTOR is solely responsible for the payment of employment taxes incurred under this CONTRACT and any similar federal or state taxes.
  - F. **Retention.** If this CONTRACT is for the creation, construction, alteration, repair or improvement of any public structure, building, road or other improvement of any kind and the total compensation payable under this CONTRACT will exceed \$5,000 (five thousand dollars), five percent (5%) retention shall be withheld from progress payments and released as provided by Public CONTRACT Code sections 9203 and 7107.
3. **PREVAILING WAGE.** This CONTRACT is subject to the Prevailing Wage provisions and provisions relating to certified payroll records and apprenticeship of the Labor Code of California and Department of Industrial Relations regulations. There shall be paid to each worker of the CONTRACTOR, or any of his subcontractors engaged in work on the project, not less than the prevailing wage rate regardless of any contractual relationship that may be alleged to exist between CONTRACTOR or subcontractor of such worker. Holiday and overtime work, when permitted by law, shall be paid at a rate of at least one and one-half (1½) times the above specified rate of per diem wages, unless otherwise specified. Non-compliance during the term of the CONTRACT will be considered a material breach and may result in termination of the Agreement or pursuit of other legal or administrative remedies. To the fullest extent permitted by law, CONTRACTOR shall indemnify and hold COMMISSION harmless against any claims, or demands, or liability arising

from failure to comply with all applicable requirements under the Prevailing Wage and related requirements.

4. **TERM.** The term of this CONTRACT shall be through <<Date>>, unless earlier terminated pursuant to Section 5, below, or extended by CONTRACT amendment.
5. **TERMINATION FOR CAUSE OR CONVENIENCE.** COMMISSION may terminate this CONTRACT at any time by giving thirty (30) days' written notice to the CONTRACTOR. CONTRACTOR may terminate this CONTRACT for cause, after providing COMMISSION thirty (30) days' written notice and opportunity to cure, specifying in detail the cause for termination.
6. **INDEMNIFICATION FOR DAMAGES, TAXES AND CONTRIBUTIONS.**  
To the fullest extent permitted by law, CONTRACTOR shall exonerate, indemnify, defend, protect, and hold harmless the COMMISSION, its governing body, officers, officials, agents, employees and volunteers from and against:
  - A. Any and all claims, demands, costs, damages, losses, expenses, or liability arising from or connected with the services provided under this AGREEMENT due to the recklessness, willful misconduct or negligent acts, errors, or omissions of the CONTRACTOR, its officers, subcontractors, employees, volunteers, or agents. The CONTRACTOR will reimburse COMMISSION for any expenditure, including reasonable attorney's fees, incurred by COMMISSION in defending against claims ultimately determined to be due to recklessness, willful misconduct or to negligent acts, errors, or omissions of the CONTRACTOR, its officers, subcontractors, employees, volunteers, or agents.
  - B. Any and all federal, State and local taxes, charges, fees, penalties, or contributions required to be paid with respect to CONTRACTOR and CONTRACTOR'S officers, subcontractors, employees, volunteers, and agents engaged in the performance of this AGREEMENT (including, without limitation, unemployment insurance, social security, and payroll tax withholding).
  - C. In the event that CONTRACTOR or any employee, agent, or subcontractor of CONTRACTOR providing services under this CONTRACT is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of COMMISSION, CONTRACTOR shall indemnify, defend, and hold harmless COMMISSION for the payment of any employee and/or employer contributions for PERS

benefits on behalf of CONTRACTOR or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of COMMISSION.

D. The provisions of this section shall survive expiration, termination, or suspension of this CONTRACT.

7. **INSURANCE**. CONTRACTOR, at its sole cost and expense, for the full term of this CONTRACT, and any extensions thereof, shall obtain and maintain at a minimum compliance with all of the following insurance coverage(s) and requirements. Such insurance coverage shall be primary coverage as respects COMMISSION and any insurance or self-insurance maintained by COMMISSION shall be excess of CONTRACTOR'S insurance coverage and shall not contribute to it. Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best rating of no less than A:VII if admitted in the State of California.

**A. Types of Insurance and Minimum Limits**

1. Worker's Compensation in the minimum statutorily required coverage amounts. This insurance coverage shall be required unless the CONTRACTOR has no employees and certifies to this fact by initialing here: \_\_\_\_ / \_\_\_\_ .
2. Automobile Liability Insurance for each of CONTRACTOR'S vehicles used in the performance of this CONTRACT, including owned, non-owned (e.g., owned by CONTRACTOR'S employees), leased or hired vehicles, in the minimum amount of one million (\$1,000,000) combined single limit per occurrence for bodily injury and property damage. This insurance coverage is required unless the CONTRACTOR does not drive a vehicle in conjunction with any part of the performance of this CONTRACT and CONTRACTOR and COMMISSION both certify to this fact by initialing here: \_\_\_\_ / \_\_\_\_ .
3. Comprehensive or Commercial General Liability Insurance coverage at least as broad as the most recent ISO form CG 00 01 or equivalent, with a minimum limit of two million (\$2,000,000) per occurrence and four million (\$4,000,000) aggregate, including coverage for: (a) products and completed operations; (b) bodily and personal injury, (c) broad form property damage, (d) contractual liability, and (e) cross-liability. This policy shall not exclude work within 50 feet of a rail line and shall include the CG2417 'Contractual Liability – Railroads' or its equivalent. An alternative to the CG2417

is a separate Railroad Protective Liability policy with a single combined limit of two million (\$2,000,000).

**B. Other Insurance Provisions**

1. If any insurance coverage required in this CONTRACT is provided on a "Claims Made" rather than "Occurrence" form, CONTRACTOR agrees that the retroactive date thereof shall be no later than the effective date of this CONTRACT, and that it shall maintain the required coverage for a period of three (3) years after the expiration of this CONTRACT (hereinafter "POST AGREEMENT COVERAGE") and any extensions thereof. CONTRACTOR may maintain the required POST AGREEMENT COVERAGE by renewal or purchase of prior acts or tail coverage. The COMMISSION will not be responsible for any premiums or assessments on the policy.
2. All policies of Commercial General Liability Insurance shall be endorsed to cover the Santa Cruz County Regional Transportation Commission, its governing body, officials, employees, agents and volunteers, and St. Paul & Pacific Railroad, LLC (a subsidiary of Progressive Rail, Inc.), or its successor, and its officials, employees, agents and volunteers, as additional insureds with respect to liability arising out of the work or operations and activities performed by or on behalf of, the CONTRACTOR, including materials, parts or equipment furnished in connection with such work or operations. Endorsements shall be at least as broad as ISO Form CG 20 10 11 85 or equivalent, covering ongoing operations and products and completed operations.
3. CONTRACTOR agrees to provide its insurance broker(s) with a full copy of these insurance provisions and provide COMMISSION on or before the effective date of this CONTRACT with Certificates of Insurance and endorsements for all required coverages. The Certificates of Insurance must note whether the policy does or does not include any self-insured retention and also must disclose the deductible. The certificates shall require the carrier to notify COMMISSION in writing of any material change, cancellation, termination or non-renewal of the coverage at least thirty days (30) days in advance of the effective date of such cancellation, or material change, or non-renewal. Insurance shall not be canceled until after ten (10) days prior written notice in the event of nonpayment of premium. Failure to obtain the required documents prior to the work beginning shall not waive the CONTRACTOR'S

obligation to provide them. All Certificates of Insurance and endorsements shall be sent electronically to:

4. The CONTRACTOR agrees that the insurance herein provided for, shall be in effect at all times during the term of this CONTRACT. In the event said insurance coverage expires at any time or times during the term of this CONTRACT, the CONTRACTOR agrees to provide at least thirty (30) days prior notice to said expiration date; and a new Certificate of Insurance evidencing insurance coverage as provided for herein, for not less than either the remainder of the term of the CONTRACT, or for a period of not less than one (1) year. New Certificates of Insurance are subject to the approval of the COMMISSION. In the event the CONTRACTOR fails to keep in effect at all times insurance coverage as herein provided, the COMMISSION may, in addition to any other remedies it may have, terminate this CONTRACT upon occurrence of such event.
5. If any insurance policy of CONTRACTOR required by this CONTRACT includes language conditioning the insurer's legal obligation to defend or indemnify COMMISSION on the performance of any act(s) by the named insured, then said insurance policy, by endorsement, shall also name the COMMISSION as a named insured. Notwithstanding the foregoing, both the CONTRACTOR and its insurers agree that by naming the COMMISSION as a named insured, the COMMISSION may at its sole direction, but is not obligated to, perform any act required by the named insured under said insurance policies.
6. CONTRACTOR shall do all things required to be performed by it pursuant to its insurance policies including but not limited to paying within five (5) workdays, all deductibles and self-insured retentions (SIR) required to be paid under any insurance policy that may provide defense or indemnity coverage to COMMISSION or any additional insured. If CONTRACTOR'S insurance policy includes a self-insured retention that must be paid by a named insured as a precondition of the insurer's liability, or which has the effect of providing that payments of the self-insured retention by others, including additional insureds or insurers do not serve to satisfy the self-insured retention, such provisions must be modified by special endorsement so as to not apply to the additional insured coverage required by this CONTRACT, so as to not prevent any of the parties to this CONTRACT from satisfying or paying the self-insured

retention required to be paid, as a precondition to the insurer's liability.

7. CONTRACTOR hereby grants to COMMISSION a waiver of any right of subrogation which any insurer of said CONTRACTOR may acquire against the COMMISSION by virtue of the payment of any loss under such insurance. CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the COMMISSION has received a waiver of subrogation endorsement from the insurer.
8. CONTRACTOR shall cause the foregoing provisions to be inserted in all subcontracts for any work covered under this CONTRACT, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

8. **EQUAL EMPLOYMENT OPPORTUNITY**. During the performance of this CONTRACT, CONTRACTOR agrees as follows:

- A. CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. CONTRACTOR shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- B. CONTRACTOR shall, in all solicitations or advertisements for employees placed by or on behalf of CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- C. CONTRACTOR shall not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or



applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with CONTRACTOR'S legal duty to furnish information.

D. If this CONTRACT provides compensation in excess of \$50,000 to CONTRACTOR and if CONTRACTOR employs fifteen (15) or more employees, the following requirements shall apply:

1. The CONTRACTOR shall, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, creed, religion, national origin, ancestry, physical or mental disability, medical condition (including cancer-related and genetic characteristics), marital status, sexual orientation, age (over 18), veteran status, gender, pregnancy, or any other non-merit factor unrelated to job duties. Such action shall include, but not be limited to, the following: recruitment; advertising, layoff or termination, rates of pay or other forms of compensation, selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. In addition, the CONTRACTOR shall make a good faith effort to consider Minority/Women/Disabled Owned Business Enterprises in CONTRACTOR'S solicitation of goods and services.
2. In the event of the CONTRACTOR'S non-compliance with the non-discrimination clauses of this CONTRACT or with any of the said rules, regulations, or orders said CONTRACTOR may be declared ineligible for further contracts with the COMMISSION.
3. The CONTRACTOR shall cause the foregoing provisions of subparagraphs 8D(1) and 8D(2) to be inserted in all subcontracts for any work covered under this CONTRACT by a subcontractor compensated more than \$50,000 and employing more than fifteen (15) employees, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

9. **INDEPENDENT CONTRACTOR STATUS.** CONTRACTOR and COMMISSION have reviewed and considered the principal test and secondary factors

below and agree that CONTRACTOR is an independent contractor and not an employee of COMMISSION. CONTRACTOR is responsible for all insurance (workers compensation, unemployment, etc.) and all payroll related taxes. CONTRACTOR is not entitled to any employee benefits. COMMISSION agrees that CONTRACTOR shall have the right to control the manner and means of accomplishing the result contracted for herein.

PRINCIPAL TEST: The CONTRACTOR rather than COMMISSION has the right to control the manner and means of accomplishing the result contracted for.

SECONDARY FACTORS: (a) The extent of control which, by agreement, COMMISSION may exercise over the details of the work is slight rather than substantial; (b) CONTRACTOR is engaged in a distinct occupation or business; (c) In the locality, the work to be done by CONTRACTOR is usually done by a specialist without supervision, rather than under the direction of an employer; (d) The skill required in the particular occupation is substantial rather than slight; (e) The CONTRACTOR rather than the COMMISSION supplies the instrumentalities, tools and work place; (f) The length of time for which CONTRACTOR is engaged is of limited duration rather than indefinite; (g) The method of payment of CONTRACTOR is by the job rather than by the time; (h) The work is part of a special or permissive activity, program, or project, rather than part of the regular business of COMMISSION; (i) CONTRACTOR and COMMISSION believe they are creating an independent contractor relationship rather than an employer-employee relationship; and (j) The COMMISSION conducts public business.

It is recognized that it is not necessary that all secondary factors support creation of an independent contractor relationship, but rather that overall there are significant secondary factors that indicate that CONTRACTOR is an independent contractor.

By their signatures on this CONTRACT, each of the undersigned certifies that it is his or her considered judgment that the CONTRACTOR engaged under this CONTRACT is in fact an independent contractor.

10. **SUBCONTRACTING.** CONTRACTOR shall not subcontract any portion of the performance contemplated and provided for herein without prior written approval of the COMMISSION. Where written approval is granted by the COMMISSION, CONTRACTOR shall supervise all work subcontracted by CONTRACTOR in performing the Services; shall be responsible for **all** work performed by a subcontractor as if CONTRACTOR itself had performed

such work; the subcontracting of any work to subcontractors shall not relieve CONTRACTOR from any of its obligations under this CONTRACT with respect to the Services; and CONTRACTOR is obligated to ensure that any and all subcontractors performing any Services shall be fully insured in all respects and to the same extent as set forth under Section 7, to COMMISSION's satisfaction.

11. **RIGHT OF ENTRY AGREEMENT**. CONTRACTOR shall obtain a right of entry agreement with St. Paul & Pacific Railroad (SPPR) in which 30-45 days are needed for SPPR to process this request. SPPR guidelines for obtaining a right of entry agreement are included as Exhibit C.
12. **SAFETY TRAINING**. CONTRACTOR agrees to abide by all safety laws, regulations and requirements associated with working on and in the vicinity of a railroad track, and all conditions of entry that may be required by St. Paul & Pacific Railroad to avoid interference with its rights, including but not limited to all terms and conditions set forth in the attached Exhibit C, incorporated herein. CONTRACTOR, subcontractors, and/or authorized agents shall be required to complete the railroad safety training prior to commencing work within the right of way.
13. **NONASSIGNMENT**. CONTRACTOR shall not assign the CONTRACT without the prior written consent of the COMMISSION.
14. **ACKNOWLEDGMENT**. CONTRACTOR shall acknowledge in all reports and literature that the Santa Cruz County Regional Transportation Commission has provided funding to the CONTRACTOR.
15. **RETENTION AND AUDIT OF RECORDS**. CONTRACTOR shall retain records pertinent to this CONTRACT for a period of not less than five (5) years after final payment under this CONTRACT or until a final audit report is accepted by COMMISSION, whichever occurs first. CONTRACTOR hereby agrees to be subject to the examination and audit by the Santa Cruz County Regional Transportation Commission, the Auditor General of the State of California, or the designee for a period of five (5) years after final payment under this CONTRACT.

All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that CONTRACTOR prepares or obtains in accordance with this Agreement and that relate to the matters covered under the terms of this CONTRACT shall be the property of the COMMISSION.

During the term of this Agreement, either party (the "Disclosing Party") may disclose confidential, proprietary or trade secret information (the "Information"), to the other party (the "Receiving Party"). The Receiving Party shall hold the Disclosing Party's Information in confidence and shall take all reasonable steps to prevent any unauthorized possession, use, copying, transfer or disclosure of such Information. CONTRACTOR understands that COMMISSION is a public agency and is subject to the laws that may compel it to disclose information about CONTRACTOR'S business.

16. **PRESENTATION OF CLAIMS.** Presentation and processing of any or all claims arising out of or related to this CONTRACT shall be made in accordance with the provisions contained in Chapter 1.05 of the Santa Cruz County Code, which by this reference is incorporated herein.
17. **ATTORNEY'S FEE.** If a Party to this CONTRACT brings any action, including an action for declaratory relief, to enforce or interpret the provision of this CONTRACT, the prevailing Party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that Party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.
18. **VENUE.** In the event that either Party brings any action against the other under this CONTRACT, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Santa Cruz or in the United States District Court for the Northern District of California.
19. **LICENSE, REGISTRATION, AND CALIFORNIA STATE LICENSE BOARD NOTICE.**
  - A. CONTRACTOR shall maintain all required licenses throughout the term of this CONTRACT. CONTRACTOR shall be registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.
  - B. **NOTICE:** CONTRACTOR IS required by law to be licensed and regulated by CONTRACTOR'S State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

C. In accordance with the License Law and the Public CONTRACT Code (Business & Professions Code §7059(b) and Public CONTRACT Code §3300(a)). The COMMISSION shall determine the license classification necessary to bid and perform the project and this classification is indicated in the Request for Bid, where applicable.

**20. WARRANTY.** In addition to any and all warranties provided or implied by law or public policy, CONTRACTOR warrants that all Services (including but not limited to all equipment and materials supplied in connection therewith) shall be free from defects in design and workmanship, and that CONTRACTOR shall perform all Services in accordance with all applicable engineering, construction and other codes and standards, and with the degree of high professional skill normally exercised by or expected from recognized professional firms engaged in the practice of supplying services of a nature similar to the Services in question. CONTRACTOR further warrants that, in addition to furnishing all tools, equipment and supplies customarily required for performance of work, CONTRACTOR shall furnish personnel with the training, experience and physical ability, as well as adequate supervision, required to perform the Services in accordance with the preceding standards and the other requirements of this CONTRACT. In addition to all other rights and remedies which COMMISSION may have, COMMISSION shall have the right to require, and CONTRACTOR shall be obligated at its own expense to perform, all further services which may be required to correct any deficiencies which result from CONTRACTOR'S failure to perform any Services in accordance with the standards required by this CONTRACT. Moreover, if, during the term of this CONTRACT (or during the one (1) year period following the term hereof), any equipment, goods or other materials or Services used or provided by CONTRACTOR under this CONTRACT fail due to defects in material and/or workmanship or other breach of this CONTRACT, CONTRACTOR shall, upon any reasonable notice from COMMISSION, replace or repair the same to COMMISSION's satisfaction. Unless otherwise expressly permitted, all materials and supplies to be used by CONTRACTOR in the performance of the Services shall be new and best of kind. CONTRACTOR hereby assigns to COMMISSION all additional warranties, extended warranties, or benefits like warranties, such as insurance, provided by or reasonably obtainable from suppliers of equipment and material used in the Services.

**21. NON-BINDING UNTIL APPROVED.** Regardless of whether this CONTRACT has been signed by all parties, if the total compensation identified in Section 2 of this CONTRACT is greater than \$50,000, this CONTRACT is not binding on any party until the CONTRACT has been approved by the Santa Cruz County Regional Transportation Commission.

- 22. INTEGRATION; INCORPORATION.** This CONTRACT, including all the exhibits attached hereto, represents the entire and integrated agreement between COMMISSION and CONTRACTOR and supersedes all prior negotiations, representations, or agreements, either written or oral. All exhibits attached hereto are incorporated by reference herein.
- 23. SEVERABILITY.** If a court of competent jurisdiction finds or rules that any provision of this CONTRACT is invalid, void, or unenforceable, the provisions of this CONTRACT not so adjudged shall remain in full force and effect.
- 24. MISCELLANEOUS.** This written CONTRACT, along with any attachments, is the full and complete integration of the parties' agreement forming the basis for this CONTRACT. The parties agree that this written CONTRACT supersedes any previous written or oral agreements between the parties, and any modifications to this CONTRACT must be made in a written document signed by all parties. The unenforceability, invalidity or illegality of any provision(s) of this CONTRACT shall not render the other provisions unenforceable, invalid or illegal. Waiver by any part of any portion of this CONTRACT shall not constitute a waiver of any other portion thereof. Any arbitration, mediation, or litigation arising out of this CONTRACT shall occur only in the County of Santa Cruz, notwithstanding the fact that one of the contracting parties may reside outside of the County of Santa Cruz. This CONTRACT shall be governed by, and interpreted in accordance with, California law.
- 25. COUNTERPARTS.** This CONTRACT may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.
- 26. ATTACHMENTS.** This CONTRACT includes the following attachments:
- Exhibit A: Scope of Services
  - Exhibit B: Bid Sheet
  - Exhibit C: St. Paul & Pacific Railroad Right of Entry Guidelines for Document Submission

The Parties have executed this CONTRACT as of the date signed by the COMMISSION.

## Exhibit A

### Scope of Work—Task Descriptions

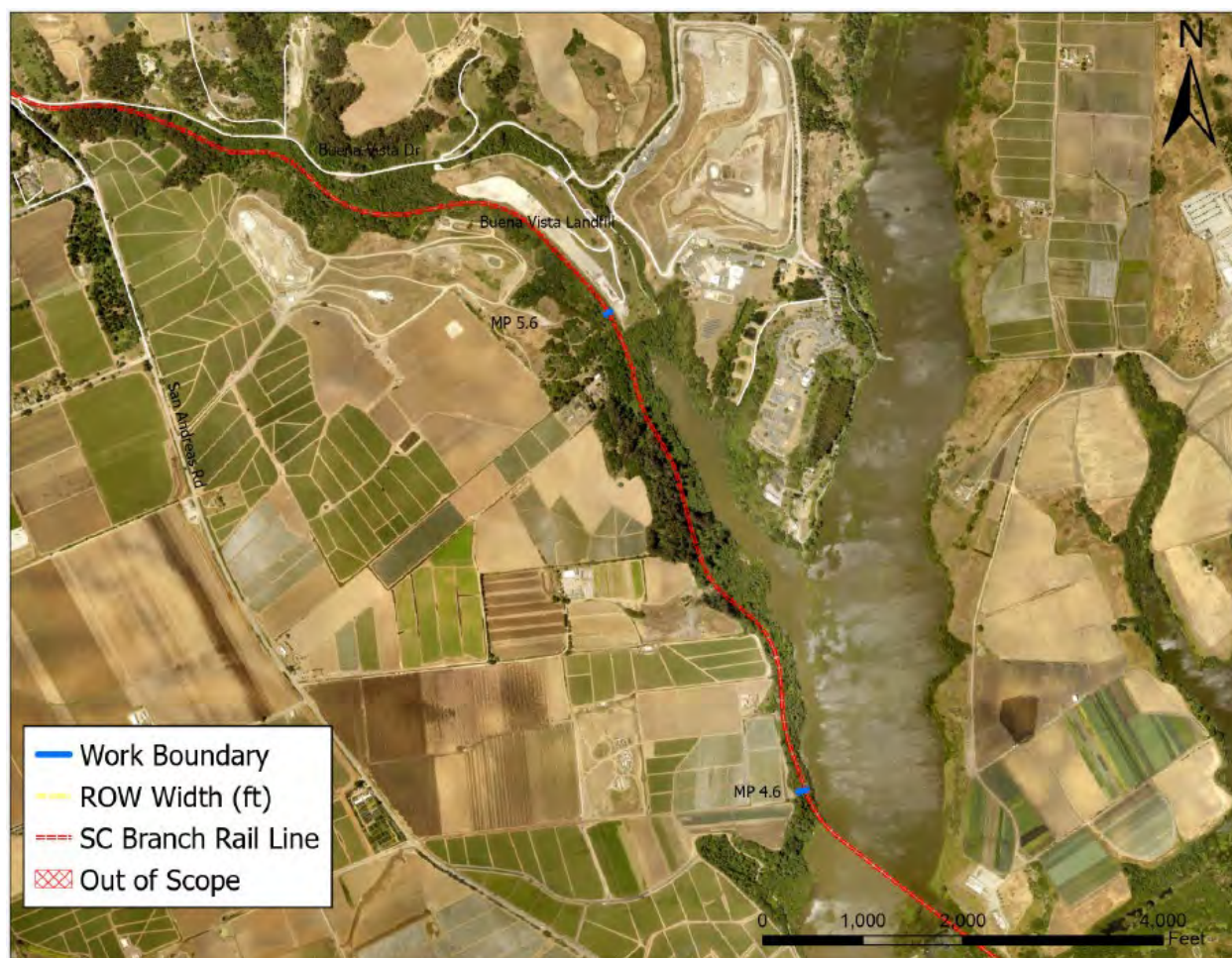
#### **Task 1: Watsonville – South of Buena Vista Landfill** Vegetation Removal utilizing Goats – Track & Ditch clearing & preservation

Eliminate any vegetation in between tracks, and out to outside edge of the parallel drainage ditch on west side and out to 10 feet on east side. 80% reduction in nonwoody vegetation load for the areas between the trackbed and ditch area and the edge of ROW. For vertical clearance, remove all vegetation 8 feet from grade within 6 feet of the rails.

Approximate area: Approximately 1 mile of track, with varying ROW property width of between 50 and 150 feet.

Delivery: Before 5/31/24

Location: Rail Corridor south of the Buena Vista Landfill MP 4.6–5.6



**Task 2: Aptos – Sumner Ave at Doris Ave to Highway 1:** Vegetation Removal utilizing Goats -- Track & Ditch clearing & preservation

Eliminate any vegetation in between tracks, and out to 10 feet from nearest rail, or to outside edge of drainage ditches, whichever is further. No veg removal needed in areas shown in red hatch on map. For vertical clearance, remove all vegetation 8 feet from grade within 6 feet of the rails.

Approximate area: Approximately 0.7 miles of track with ROW property width varying from 40 to 75 feet

Delivery: Before 5/31/24

Location: From Doris Ave Aptos to Highway 1 railroad bridge Aptos MP 11.55–12.28



## Task 2 Maps

Task 2 south map



Task 2 central map





## Task 2 north map





**Task 3: Aptos – State Park Dr to Harriet Ave:** Vegetation Removal utilizing Goats – Track & Ditch clearing & preservation

Eliminate any vegetation (*excluding pampass grass*) in between tracks, and out to 10 feet from nearest rail, or to outside edge of drainage ditches, whichever is further.

Approximate area: Approximately 0.5 mile of track, with ROW property width of 35 or 50 feet.

Delivery: Before 5/31/24

Location: Rail Corridor from State Park Dr. Aptos to 615 Harriet Ave. Aptos MP 13.17–13.8



**Task 4: Capitola – Park Ave at Grove Ln: Vegetation Removal utilizing Goats – Track & Ditch clearing & preservation**

Eliminate any vegetation in between tracks, and out to outside edge of the parallel drainage ditches. 80% reduction in nonwoody vegetation load for the areas between the trackbed/ditch area and the edge of ROW. No veg removal needed in areas shown in red hatch on map. For vertical clearance, remove all vegetation 8 feet from grade within 6 feet of the rails.

Approximate area: Approximately .2 miles of track, with ROW property width varying from 80 to 185 feet

Delivery: Before 5/31/24

Location: From point aligning with southeast corner of 850 Balboa Ave. Capitola to Grove Ln. Capitola. MP 15.06–15.28



**Task 5: Live Oak—38th Ave to 17<sup>th</sup> Ave:** Vegetation Removal utilizing Goats —Track & Ditch clearing & preservation

Eliminate any vegetation in between tracks, and out to 10 feet from nearest rail, or to outside edge of drainage ditch, whichever is further. 80% reduction in nonwoody vegetation load for the areas between the trackbed/ditch area and the edge of ROW. No veg removal needed in areas shown in red hatch on map. For vertical clearance, remove all vegetation 8 feet from grade within 6 feet of the rails.

Approximate area: Approximately 1 mile of track with ROW property width 32–40 feet, and one area near Rodeo Creek as wide as 50 feet

Delivery: Before 5/31/24

Location: From 41st<sup>th</sup> Ave Capitola to 17<sup>th</sup> Ave Santa Cruz, MP 16.75–17.87



## Task 5 Maps

Task 5 south (east) map





## Task 5 central map





## Task 5 north (west) map



## Exhibit B

### Bid Sheet

*Bid prices include entire cost of all work "incidental" to completion of the work.*

Bid Sheet		
Task No.	Location	Total Price
1	Watsonville - South of the Buena Vista Dump (Mileposts 4.6-5.6)	\$ 19,250
2	Aptos - Sumner Ave at Doris Ave to Highway 1	\$ 7,825
3	Aptos - State Park Dr to Poplar St.	\$ 4,375
4	Capitola - Park Ave to Grove Ln	\$ 5,250
5	Live Oak - 38 <sup>th</sup> Ave. to 17 <sup>th</sup> Ave.	\$ 7,000
	SPPR Right of Entry	\$ 1,500
Total Price		\$ 45,250

**TO:** Regional Transportation Commission

**DATE:** April 4, 2024

**FROM:** Tracy New, Director of Finance and Budget

**RE: ITEM 11 - STATUS REPORTS ON TRANSPORTATION  
DEVELOPMENT ACT REVENUES FROM MARCH 2024**

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**SUMMARY:**

Transportation Development Act revenues are received monthly from the State of California Tax and Fee Administration. Attachment 1 provides the Commission with the status of revenue receipts through February in comparison to estimated revenue in dollars and as a percentage. Transportation Development Act revenues are slightly higher than estimated with two quarters remaining in the fiscal year (FY). Staff will continue to monitor revenues and provide recommendations at a future Santa Cruz County Regional Transportation Commission (RTC) meeting if action is needed.

**BACKGROUND:**

As the Regional Transportation Planning Agency for Santa Cruz County, the RTC is responsible for receiving and managing funds, and processing Transportation Development Act apportionments. These revenues are generated at the "point of sale" for purchases made within the County of Santa Cruz. Revenues are collected by the California Department of Tax & Fee Administration and distributed to the RTC each month to the Santa Cruz County treasury.

Transportation Development Act revenues were projected to increase \$297,381 (+2.48%) from \$11,955,278 in FY 2022-23 to \$12,252,659 in FY 2023-24. FY 2023-24 Transportation Development Act cash receipts for July 2023 through March 2024 are \$173,659 (+1.42%) higher at \$9,463,569 compared to the \$9,289,910 FY 2023-24 budget estimate.

Transportation Development Act cash receipts for July 2023 through March 2024 are \$262,770 (+2.86%) higher at \$9,463,569 compared to \$9,200,799 FY 2022-23 actual receipts.

FY2023-24 Year Transportation Development Act Revenues -  
Cash Basis

FY2022-23	FY2023-24	Increase / (-) Decrease	
9,200,799	9,463,569	2.86%	262,770

The table below is the quarterly and year-to-date comparison of Transportation Development Act revenues from July 2023 through December 2023 revenues received September 2023 through February 2024. Revenues were \$119,949 (+1.69%) higher than the same period in FY 2022-23. For seasonal comparison, we compare the current and prior fiscal years at the end of each quarter.

Q1 represents July through September 2023 revenues received September through November 2023. Q2 represents October through December revenues received December 2023 through February 2024 as shown in the table below.

FY2023-24 Year Transportation Development Act Revenues -  
Quarterly Comparison to FY2022-23

	Q1 (July-Sept)	Q2 (Oct-Dec)	Q3 (Jan)	Year to Date (Jul-Dec)
FY2022-23	3,007,940	3,210,714	868,052	7,086,706
FY2023-24	3,062,526	3,263,965	880,164	7,206,655
\$ Difference	54,586	53,251	12,112	119,949
% Difference	1.81%	1.66%	1.40%	1.69%

Quarter 1 receipts were \$54,586 (+1.81%) higher compared to the same quarter in 2022. New motor vehicle sales increased 8.4% and contractors increased 17.7% which offset a decline in the service stations sector of -14.7% due to lower fuel prices and a decline in used automotive dealer sales of -15.4%.

Quarter 2 receipts were \$53,251 (+1.66%) higher compared to the same quarter in 2022. Business and industry including equipment increased 5.3%, restaurants and hotels increased 7.2% and building and construction increased 2.4% which offset a decline in new motor vehicle sales -2.6%, service stations sector of -15.7% due to lower fuel prices and a decline in food and drugs due to lower alcohol sales and the closure of retail drug stores.

March 2024 receipts were \$4,695 (+0.54%) higher compared to March 2023. March represents January revenues, which is the first month of quarter 3.

Attachment

1. Status Report on Transportation Development Act Revenues as of March 2024

**SCCRTC  
TRANSPORTATION DEVELOPMENT ACT (TDA)  
SUMMARY OF REVENUE RECEIPTS BY MONTH  
FY2024 ENDING JUNE 30, 2024**

MONTH	FY2022-23 ACTUAL REVENUE	FY2023-24 BUDGETED REVENUE	FY2023-24		DIFFERENCE AS % OF PROJECTION	CUMMULATIVE % OF ACTUAL TO PROJECTION	ACTUAL FY2023-24 COMPARED TO FY2022-23	
			ACTUAL REVENUE	DIFFERENCE			<b>\$ Increase (+)/Decrease (-)</b>	<b>% Increase (+)/Decrease (-)</b>
							<b>FY2023 to FY2024 (14,722)</b>	<b>FY2023 to FY2024 -1.27%</b>
JULY	1,159,164	1,167,000	1,144,443	(22,557)	-1.93%	98.07%		
AUGUST	954,929	961,385	1,112,472	151,087	15.72%	106.04%	<b>157,543</b>	16.50%
SEPTEMBER	1,013,414	1,020,265	977,616	(42,649)	-4.18%	102.73%	<b>(35,798)</b>	-3.53%
OCTOBER	1,084,000	1,091,328	1,032,101	(59,227)	-5.43%	100.63%	<b>(51,899)</b>	-4.79%
NOVEMBER	1,113,301	1,120,827	1,254,248	133,421	11.90%	102.99%	<b>140,947</b>	12.66%
DECEMBER	948,121	954,531	890,226	(64,305)	-6.74%	101.52%	<b>(57,895)</b>	-6.11%
JANUARY	880,692	1,004,055	857,956	(146,099)	-14.55%	99.31%	<b>(22,736)</b>	-2.58%
FEBRUARY	1,179,127	1,095,050	1,314,344	219,294	20.03%	102.01%	<b>135,217</b>	11.47%
MARCH	868,052	875,469	880,164	4,695	0.54%	101.87%	<b>12,112</b>	1.40%
APRIL	828,604	906,757	-					
MAY	1,005,280	1,082,410	-					
JUNE	920,595	973,582	-					
TOTAL	11,955,278	12,252,659	9,463,569	173,659	1.42%	77.24%	<b>262,770</b>	<b>2.86%</b>

July 2023 through  
March 2024

9,200,799      9,289,910      9,463,569

I:\FISCAL\7.TDA\MonthlyReceipts\FY2024\[FY2024 TDA Receipts.xlsx]Summary

**TO:** Regional Transportation Commission

**DATE:** April 4, 2024

**FROM:** Tracy New, Director of Finance and Budget

**RE: ITEM 12 - STATUS REPORTS ON MEASURE D REVENUES FROM MARCH 2024**

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**SUMMARY:**

Measure D revenues are received monthly from the California Department of Tax and Fee Administration and distributed to the direct recipients. Attachment 1 provides the Commission with the status of cumulative revenue receipts for July 2023 through March 2024 and compares the total to the same period in fiscal year (FY) 2022-23 in dollars and as a percentage. Measure D revenues are flat when compared to the estimate with two quarters remaining in the fiscal year. Staff will continue to monitor revenues and provide updates.

**BACKGROUND:**

In November 2023, the Commission amended the FY 2023-24 budget to reflect a projected decrease of \$248,892 (-0.9%) in Measure D revenues from \$27,363,250 in FY 2022-23 to \$27,114,358 in FY 2023-24. As of March 2024, Measure D has received monthly distributions totaling \$21,214,177 which represents the transaction and use tax revenues for May 2023 through January 2024 because revenues are distributed two months in arrears. The table below represents Measure D revenues on a cash basis when the revenues are received, not earned. Distributions received July 2023 through March 2024, represent revenues from May 2023 through January 2024.

FY2023-24 Year Meas D Revenues - Cash Basis			
FY2022-23	FY2023-24	Increase / (-) Decrease	
21,137,392	21,214,177	0.36%	76,785

For seasonal comparison, we compare the current and prior fiscal years at the end of each quarter. The table below shows the quarterly and year-to-date

comparison of Measure D revenues from July 2023 through January 2024 revenues received September 2023 through March 2024. Revenues were \$60,673.77 (+0.37%) higher than the same period in FY 2022-23.

Q1 represents July through September 2023 revenues received September through November 2023. Q2 represents October through December revenues received December 2023 through February 2024. Q3 represents January through March revenues received March through May as shown in the table below.

FY2023-24 Year Meas D Revenues - Quarterly Comparison to FY2022-23

	Q1 (July-Sept)	Q2 (Oct-Dec)	Q3 (Jan)	Year to Date (Jul-Dec)
FY2022-23	7,239,015	7,056,552	1,961,217	16,256,783
FY2023-24	7,260,345	7,052,135	2,004,978	16,317,457
\$ Difference	21,330	(4,417)	43,761	60,674
% Difference	0.29%	-0.06%	2.23%	0.37%

Quarter 1 receipts were \$21,330 (+0.29%) higher compared to the same quarter in 2022. New motor vehicle sales increased 8.4% and contractors increased 17.7% which offset a decline in the service stations sector of -14.7% due to lower fuel prices and a decline in used automotive dealer sales of -15.4%.

Quarter 2 receipts were \$4,417 (-0.06%) lower compared to the same quarter in 2022. Business and industry including equipment increased 5.3%, restaurants and hotels increased 7.2% and building and construction increased 2.4% which offset a decline in new motor vehicle sales -2.6%, service stations sector of -15.7% due to lower fuel prices and a decline in food and drugs due to lower alcohol sales and the closure of retail drug stores.

March 2024 receipts were \$43,761 (+2.23%) higher compared to March 2023. March represents January revenues, which is the first month of quarter 3.

As the administrator of Measure D, the RTC allocates, administers, and oversees the expenditure of all Measure D revenues which are not directly allocated by formula annually to other agencies, consistent with the Expenditure Plan. Measure D revenues are collected by the California Department of Tax and Fee Administration and distributed to the RTC each month by wire transfer to the Santa Cruz County treasury into the Measure D general fund and distributed to the separate fiduciary fund for each of the five investment categories. Each month the RTC distributes the revenues from the



Neighborhood and Transit categories to the direct recipients based on actual revenues received.

Attachment

1. Status Report on Measure D Revenues from March 2024

SCCRTC  
TRANSPORTATION TAX REGIONAL TRANSPORTATION FUND (TTRTF) - MEASURE D  
SUMMARY OF REVENUE ALLOCATION BY MONTH  
FY2024 ENDING JUNE 30, 2024

	RATE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	TOTAL	FY2024 ADJUSTED TOTAL	FY2023 ADJUSTED TOTAL	% Increase (+) /Decrease (-)	\$ Increase (+) /Decrease (-)
		2,455,327.27	2,495,812.48	2,249,249.87	2,372,646.71	2,692,867.94	2,069,235.41	1,988,058.90	3,049,260.46	2,004,977.85	21,377,436.89	21,377,436.89	21,332,871.62	FY2023 to FY2024	FY2023 to FY2024
GROSS		-	(54,420.00)	-	-	(54,420.00)	-	-	(54,420.00)	-	21,377,436.89	21,377,436.89	21,332,871.62		
BOE FEES		-		-	-						(163,260.00)	(163,260.00)	(195,480.00)		
NET		2,455,327.27	2,441,392.48	2,249,249.87	2,372,646.71	2,638,447.94	2,069,235.41	1,988,058.90	2,994,840.46	2,004,977.85	21,214,176.89	21,214,176.89	21,137,391.62	0.36%	76,785.27
ADMINISTRATION & IMPLEMENTATION - 729100/75381															
ADMINISTRATION - SALARIES & BENEFITS	1%	24,553.27	24,413.92	22,492.50	23,726.47	26,384.48	20,692.35	19,880.59	29,948.40	20,049.78	212,141.77	212,141.77	211,373.92	0.36%	767.85
O/H ADMIN		26,100.13	25,952.00	23,909.53	25,221.23	28,046.70	21,995.97	21,133.07	31,835.15	21,312.91	225,506.70	225,506.70	271,657.76	-16.99%	(46,151.06)
SALARIES & O/H IMPLEME& OVERSIGHT		13,056.21	13,056.21	13,056.21	13,056.21	13,056.21	13,056.21	13,056.21	13,056.21	13,056.21	117,505.90	117,505.90	117,506.25	0.00%	(0.35)
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	36,375.00	36,375.00	36,375.00	0.00%	-
Subtotal		67,751.28	67,463.80	63,499.90	66,045.58	71,529.06	59,786.20	58,111.53	78,881.44	58,460.57	591,529.37	591,529.37	636,912.92	-7.13%	(45,383.55)
TO DISTRIBUTE TO INVESTMENT CATEGORIES		2,387,575.99	2,373,928.68	2,185,749.97	2,306,601.13	2,566,918.88	2,009,449.21	1,929,947.37	2,915,959.02	1,946,517.28	20,622,647.52	20,622,647.52	20,500,478.70	0.60%	122,168.82
1. NEIGHBORHOOD - 729200/75382	30%	716,272.80	712,178.60	655,724.99	691,980.34	770,075.66	602,834.76	578,984.21	874,787.71	583,955.18	6,186,794.26	6,186,794.26	6,150,143.61	0.60%	36,650.65
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	250,000.00	250,000.00	250,000.00	0.00%	-
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	125,000.00	125,000.00	125,000.00	0.00%	-
		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	375,000.00	375,000.00	375,000.00	0.00%	-
City of Capitola - V100207	4.7572%	32,092.48	31,897.71	29,212.09	30,936.83	34,652.00	26,695.99	25,561.36	39,633.38	25,797.84	276,479.68	276,479.68	280,325.77	-1.37%	(3,846.10)
City of Santa Cruz - V110467	22.6813%	153,009.64	152,081.02	139,276.59	147,499.79	165,212.84	127,280.38	121,870.76	188,962.93	122,998.24	1,318,192.19	1,318,192.19	1,291,020.04	2.10%	27,172.15
City of Scotts Valley - V102713	4.9074%	33,105.91	32,904.99	30,134.56	31,913.77	35,746.25	27,539.00	26,368.55	40,884.94	26,612.50	285,210.48	285,210.48	277,307.68	2.85%	7,902.79
City of Watsonville - V1728	15.6465%	105,552.35	104,911.75	96,078.73	101,751.43	113,970.63	87,803.25	84,071.47	130,354.41	84,849.26	909,343.29	909,343.29	904,713.48	0.51%	4,629.81
County of Santa Cruz	52.0075%	350,845.75	348,716.46	319,356.35	338,211.85	378,827.27	291,849.47	279,445.40	433,285.38	282,030.67	3,022,568.62	3,022,568.62	3,021,776.64	0.03%	791.98
	100%	674,606.13	670,511.94	614,058.32	650,313.67	728,409.00	561,168.10	537,317.54	833,121.04	542,288.52	5,811,794.26	5,811,794.26	5,775,143.61	0.63%	36,650.65
2. HWY Corridors - 729300/75383	25%	596,894.00	593,482.17	546,437.49	576,650.28	641,729.72	502,362.30	482,486.84	728,989.76	486,629.32	5,155,661.88	5,155,661.88	5,125,119.67	0.60%	30,542.21
3. TRANSIT/PARATRANSIT - 729400/75384	20%	477,515.20	474,785.74	437,149.99	461,320.23	513,383.78	401,889.84	385,989.47	583,191.80	389,303.46	4,124,529.50	4,124,529.50	4,100,095.74	0.60%	24,433.76
Santa Cruz Metro (SCMTD) 16%	80%	382,012.16	379,828.59	349,719.99	369,056.18	410,707.02	321,511.87	308,791.58	466,553.44	311,442.76	3,299,623.60	3,299,623.60	3,280,076.59	0.60%	19,547.01
Community Bridges - V127587 - 4%	20%	95,503.04	94,957.15	87,430.00	92,264.05	102,676.76	80,377.97	77,197.89	116,638.36	77,860.69	824,905.90	824,905.90	820,019.15	0.60%	4,886.75
4. ACTIVE TRANSPORTATION - 729500/75385	17%	405,887.92	403,567.87	371,577.49	392,122.19	436,376.21	341,606.36	328,091.05	495,713.03	330,907.94	3,505,850.08	3,505,850.08	3,485,081.38	0.60%	20,768.70
5. RAIL CORRIDOR - 729600/75386	8%	191,006.08	189,914.29	174,860.00	184,528.09	205,353.51	160,755.94	154,395.79	233,276.72	155,721.38	1,649,811.80	1,649,811.80	1,640,038.30	0.60%	9,773.51
DISTRIBUTED TO INVESTMENT CATEGORIES	100%	2,387,575.99	2,373,928.68	2,185,749.97	2,306,601.13	2,566,918.88	2,009,449.21	1,929,947.37	2,915,959.02	1,946,517.28	20,622,647.52	20,622,647.52	20,500,478.70	0.60%	122,168.82
TOTAL ADMIN & IMLEM AND INVESTMENT CATEGORIES		2,455,327.27	2,441,392.48	2,249,249.87	2,372,646.71	2,638,447.94	2,069,235.41	1,988,058.90	2,994,840.46	2,004,977.85	21,214,176.89	21,214,176.89	21,137,391.62	0.36%	76,785.27

I:\FISCAL\6.Measure D\Distribution To Investment Category\FY2024\FY2024 9 March 2024 Measure D Distribution with YTD comparison.xlsx|Summary

**SCCRTC**  
**TRANSPORTATION TAX REGIONAL TRANSPORTATION FUND (TTRTF) - MEASURE D**  
**SUMMARY OF REVENUE ALLOCATION BY MONTH**  
**FY2024 ENDING JUNE 30, 2024**

		JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY		FY2024 ACCRUAL ADJUSTED TOTAL	FY2023 ACCRUAL ADJUSTED TOTAL	% Increase (+) /Decrease (-)	\$ Increase (+) /Decrease (-)
		Revenues received two months in arrears, row below is the month received											
	RATE	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	TOTAL				
GROSS		2,249,249.87	2,372,646.71	2,692,867.94	2,069,235.41	1,988,058.90	3,049,260.46	2,004,977.85	16,426,297.14	16,426,297.14	16,387,103.37		
BOE FEES		-	-	(54,420.00)	-	-	(54,420.00)	-	(108,840.00)	(108,840.00)	(130,320.00)		
<b>NET</b>		<b>2,249,249.87</b>	<b>2,372,646.71</b>	<b>2,638,447.94</b>	<b>2,069,235.41</b>	<b>1,988,058.90</b>	<b>2,994,840.46</b>	<b>2,004,977.85</b>	<b>21,214,176.89</b>	<b>16,317,457.14</b>	<b>16,256,783.37</b>	<b>0.37%</b>	<b>60,673.77</b>
ADMINISTRATION & IMPLEMENTATION - 729100/75381													
ADMINISTRATION - SALARIES & BENEFITS	1%	22,492.50	23,726.47	26,384.48	20,692.35	19,880.59	29,948.40	20,049.78	212,141.77	163,174.57	162,567.83	0.37%	606.74
O/H ADMIN		23,909.53	25,221.23	28,046.70	21,995.97	21,133.07	31,835.15	21,312.91	225,506.70	173,454.57	208,932.18	-16.98%	(35,477.61)
SALARIES & O/H IMPELEM& OVERSIGHT		13,056.21	13,056.21	13,056.21	13,056.21	13,056.21	13,056.21	13,056.21	117,505.90	91,393.48	91,393.75	0.00%	(0.27)
SERVICES & SUPPLIES		4,041.67	4,041.67	4,041.67	4,041.67	4,041.67	4,041.67	4,041.67	36,375.00	28,291.67	28,291.67	0.00%	-
<b>Subtotal</b>		<b>63,499.90</b>	<b>66,045.58</b>	<b>71,529.06</b>	<b>59,786.20</b>	<b>58,111.53</b>	<b>78,881.44</b>	<b>58,460.57</b>	<b>591,529.37</b>	<b>456,314.29</b>	<b>491,185.43</b>	<b>-7.10%</b>	<b>(34,871.14)</b>
<b>TO DISTRIBUTE TO INVESTMENT CATEGORIES</b>		<b>2,185,749.97</b>	<b>2,306,601.13</b>	<b>2,566,918.88</b>	<b>2,009,449.21</b>	<b>1,929,947.37</b>	<b>2,915,959.02</b>	<b>1,946,517.28</b>	<b>20,622,647.52</b>	<b>15,861,142.85</b>	<b>15,765,597.94</b>	<b>0.61%</b>	<b>95,544.91</b>
<b>1. NEIGHBORHOOD - 729200/75382</b>	<b>30%</b>	<b>655,724.99</b>	<b>691,980.34</b>	<b>770,075.66</b>	<b>602,834.76</b>	<b>578,984.21</b>	<b>874,787.71</b>	<b>583,955.18</b>	<b>6,186,794.26</b>	<b>4,758,342.86</b>	<b>4,729,679.38</b>	<b>0.61%</b>	<b>28,663.47</b>
SLV SR9	Fixed \$	27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	250,000.00	194,444.44	194,444.44		
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	125,000.00	97,222.22	97,222.22		
		<b>41,666.67</b>	<b>41,666.67</b>	<b>41,666.67</b>	<b>41,666.67</b>	<b>41,666.67</b>	<b>41,666.67</b>	<b>41,666.67</b>	<b>375,000.00</b>	<b>291,666.67</b>	<b>291,666.67</b>	<b>0.00%</b>	<b>-</b>
City of Capitola - V100207	4.7572%	29,212.09	30,936.83	34,652.00	26,695.99	25,561.36	39,633.38	25,797.84	276,479.68	212,489.49	215,421.37	-1.36%	(2,931.88)
City of Santa Cruz - V110467	22.6813%	139,276.59	147,499.79	165,212.84	127,280.38	121,870.76	188,962.93	122,998.24	1,318,192.19	1,013,101.53	992,107.51	2.12%	20,994.02
City of Scotts Valley - V102713	4.9074%	30,134.56	31,913.77	35,746.25	27,539.00	26,368.55	40,884.94	26,612.50	285,210.48	219,199.58	213,102.06	2.86%	6,097.51
City of Watsonville - V1728	15.6465%	96,078.73	101,751.43	113,970.63	87,803.25	84,071.47	130,354.41	84,849.26	909,343.29	698,879.19	695,243.30	0.52%	3,635.88
County of Santa Cruz	52.0075%	319,356.35	338,211.85	378,827.27	291,849.47	279,445.40	433,285.38	282,030.67	3,022,568.62	2,323,006.40	2,322,138.47	0.04%	867.94
	<b>100%</b>	<b>614,058.32</b>	<b>650,313.67</b>	<b>728,409.00</b>	<b>561,168.10</b>	<b>537,317.54</b>	<b>833,121.04</b>	<b>542,288.52</b>	<b>5,811,794.26</b>	<b>4,466,676.19</b>	<b>4,438,012.72</b>	<b>0.65%</b>	<b>28,663.47</b>
<b>2. HWY Corridors - 729300/75383</b>	<b>25%</b>	<b>546,437.49</b>	<b>576,650.28</b>	<b>641,729.72</b>	<b>502,362.30</b>	<b>482,486.84</b>	<b>728,989.76</b>	<b>486,629.32</b>	<b>5,155,661.88</b>	<b>3,965,285.71</b>	<b>3,941,399.48</b>	<b>0.61%</b>	<b>23,886.23</b>
<b>3. TRANSIT/PARATRANSIT - 729400/75384</b>	<b>20%</b>	<b>437,149.99</b>	<b>461,320.23</b>	<b>513,383.78</b>	<b>401,889.84</b>	<b>385,989.47</b>	<b>583,191.80</b>	<b>389,303.46</b>	<b>4,124,529.50</b>	<b>3,172,228.57</b>	<b>3,153,119.59</b>	<b>0.61%</b>	<b>19,108.98</b>
Santa Cruz Metro (SCMTD) 16%	80%	349,719.99	369,056.18	410,707.02	321,511.87	308,791.58	466,553.44	311,442.76	3,299,623.60	2,537,782.86	2,522,495.67	0.61%	15,287.19
Community Bridges - V127587 - 4%	20%	87,430.00	92,264.05	102,676.76	80,377.97	77,197.89	116,638.36	77,860.69	824,905.90	634,445.71	630,623.92	0.61%	3,821.80
<b>4. ACTIVE TRANSPORTATION - 729500/75385</b>	<b>17%</b>	<b>371,577.49</b>	<b>392,122.19</b>	<b>436,376.21</b>	<b>341,606.36</b>	<b>328,091.05</b>	<b>495,713.03</b>	<b>330,907.94</b>	<b>3,505,850.08</b>	<b>2,696,394.29</b>	<b>2,680,151.65</b>	<b>0.61%</b>	<b>16,242.64</b>
<b>5. RAIL CORRIDOR - 729600/75386</b>	<b>8%</b>	<b>174,860.00</b>	<b>184,528.09</b>	<b>205,353.51</b>	<b>160,755.94</b>	<b>154,395.79</b>	<b>233,276.72</b>	<b>155,721.38</b>	<b>1,649,811.80</b>	<b>1,268,891.43</b>	<b>1,261,247.84</b>	<b>0.61%</b>	<b>7,643.59</b>
<b>DISTRIBUTED TO INVESTMENT CATEGORIES</b>	<b>100%</b>	<b>2,185,749.97</b>	<b>2,306,601.13</b>	<b>2,566,918.88</b>	<b>2,009,449.21</b>	<b>1,929,947.37</b>	<b>2,915,959.02</b>	<b>1,946,517.28</b>	<b>20,622,647.52</b>	<b>15,861,142.85</b>	<b>15,765,597.94</b>	<b>0.61%</b>	<b>95,544.91</b>
<b>TOTAL ADMIN &amp; IMPEM AND INVESTMENT CATEGORIES</b>		<b>2,249,249.87</b>	<b>2,372,646.71</b>	<b>2,638,447.94</b>	<b>2,069,235.41</b>	<b>1,988,058.90</b>	<b>2,994,840.46</b>	<b>2,004,977.85</b>	<b>21,214,176.89</b>	<b>16,317,457.14</b>	<b>16,256,783.37</b>	<b>0.37%</b>	<b>60,673.77</b>

**TO:** Regional Transportation Commission

**FROM:** Tracy New, Director of Finance and Budget

**RE:** FY 2023-24 Santa Cruz County Regional Transportation Commission and Measure D Semi-Annual Internal Financial Statements

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## **RECOMMENDATIONS**

Staff recommends that the Regional Transportation Commission review and accept the FY 2023-24 Semi-Annual Internal Financial Statements.

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## **BACKGROUND**

The objective of these internal financial statements is to provide an overview of the financial position of the Regional Transportation Commission (RTC) more frequently than the annual audit report.

## **DISCUSSION**

The RTC currently has 13 funds – 8 governmental funds and 5 Trust funds. For reporting purposes, the Measure D Fund is considered as a separate entity and detailed financial statements of the Fund were prepared and are presented in Attachment 2.

The semi-annual financial reports are one component of the RTC's planning and monitoring to ensure the ongoing completeness and accuracy of the RTC's financial position.

In the detailed sections of the financial report, actual revenues and expenditures are compared to the budget. The financial statements are on an accrual basis, where revenues and expenditures are recognized when earned and incurred regardless of when cash was received or paid. The financial statements show responsible management of the revenues and expenditures within budget authority and the fund balances in a strong financial position

These statements are intended for internal use; however, they are available for review by the public.

## **SUMMARY**

The FY 2023-24 semi-annual internal financial statements have been completed and staff recommends review and acceptance by the Commission.

Attachment:

1. FY 2023-24 RTC Semi-Annual Internal Financial Statements
2. FY 2023-24 Measure D Semi-Annual Internal Financial Statements



# **SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION**

## **FINANCIAL STATEMENTS**

Fiscal Year 2023-2024

Period ending December 31, 2023

(6 months)

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## SUMMARY



**Santa Cruz County Regional Transportation Commission**

FY 2023-2024

As of 12-31-2023

Combined Balance Sheet

	SPECIAL REVENUE (GOVERNMENTAL) FUNDS								TOTAL
	ADMIN & PLANNING	CRUZ511 (Rideshare)	ACTIVE TRANSPORTATION (MBSST)	RAIL/TRAIL AUTHORITY	HIGHWAY 1 PA/ED	HIGHWAY 1 AUX LANES CONSTRUCTION	SAFE	FSP	
<b>Assets:</b>									
Cash	2,167,369	476,840	84,286	836,837	456	2,248,232	558,706	124,434	<b>6,497,160</b>
Accounts Receivable	234,776	51,884	3,861,555	37,080	-	243,364	37,512	3,403	<b>4,469,574</b>
Prepays	-	-	-	-	-	-	-	612	<b>612</b>
Due From Other Funds	1,102,792	-	-	157,639	-	-	-	-	<b>1,260,431</b>
Due From Other Agencies	101,536	-	-	5,926,482	-	732,138	-	-	<b>6,760,156</b>
Security Deposit	10,866	-	-	-	-	-	-	-	<b>10,866</b>
Fixed Assets	3,534	-	-	14,200,000	-	-	-	-	<b>14,203,534</b>
<b>Total Assets:</b>	<b>3,620,874</b>	<b>528,723</b>	<b>3,945,841</b>	<b>21,158,038</b>	<b>456</b>	<b>3,223,734</b>	<b>596,218</b>	<b>128,449</b>	<b>33,202,333</b>
<b>Liabilities &amp; Equity:</b>									
Accounts Payable	194,298	106,148	140,598	6,230,604	-	2,874,870	95,535	40,937	<b>9,682,990</b>
Salaries Payable	1,244	-	-	-	-	-	-	-	<b>1,244</b>
Due to Other Funds	588,497	-	182,212	146,710	-	-	-	-	<b>917,419</b>
Due to Other Agencies	-	-	3,561,429	-	-	-	-	-	<b>3,561,429</b>
Deferred Revenues	233,475	-	45,367	500	-	-	-	-	<b>279,342</b>
Investment in Fixed Assets	3,534	-	-	14,200,000	-	-	-	-	<b>14,203,534</b>
Fund Balance:	-	-	-	-	-	-	-	-	<b>-</b>
Reserved	1,201,528	-	-	-	-	-	-	-	<b>1,201,528</b>
Available	1,398,298	422,576	16,236	580,223	456	348,865	500,683	87,512	<b>3,354,848</b>
<b>Fund Balance</b>	<b>2,599,826</b>	<b>422,576</b>	<b>16,236</b>	<b>580,223</b>	<b>456</b>	<b>348,865</b>	<b>500,683</b>	<b>87,512</b>	<b>4,556,376</b>
<b>Total Liabilities &amp; Equity:</b>	<b>3,620,874</b>	<b>528,723</b>	<b>3,945,841</b>	<b>21,158,038</b>	<b>456</b>	<b>3,223,734</b>	<b>596,218</b>	<b>128,449</b>	<b>33,202,333</b>

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION**  
FY 2023-2024  
As of 12-31-2023  
Combined Balance Sheet

	<b>TRUST (FIDUCIARY) FUNDS</b>					
	TDA	LCTOP	STP EXCHANGE	Misc Deductions FY2023-2024	STA	<b>TOTAL</b>
<b>Assets:</b>						
Cash	3,345,096	54,034	7,990,286	795	1,304	<b>11,391,514</b>
Accounts Receivable	2,172,300	-	-	-	-	<b>2,172,300</b>
Prepays	-	-	-	-	-	-
Due From Other Funds	-	-	4,836,279	-	-	<b>4,836,279</b>
Due From Other Agencies	-	-	-	-	1,509,514	<b>1,509,514</b>
Security Deposit	-	-	-	-	-	-
Fixed Assets	-	-	-	-	-	-
<b>Total Assets:</b>	<b>5,517,396</b>	<b>54,034</b>	<b>12,826,565</b>	<b>795</b>	<b>1,510,818</b>	<b>19,909,607</b>
<b>Liabilities &amp; Equity:</b>						
Accounts Payable	-	-	-	278	-	<b>278</b>
Salaries Payable	-	-	-	-	-	-
Due to Other Funds	-	-	615,298	-	-	<b>615,298</b>
Due to Other Agencies	1,009,629	-	-	-	1,510,621	<b>2,520,250</b>
Deferred Revenues	-	47,113	-	-	-	<b>47,113</b>
Investment in Fixed Assets	-	-	-	-	-	-
Fund Balance:	-	-	-	-	-	-
Reserved	980,213	-	-	-	-	<b>980,213</b>
Available	3,527,554	6,921	12,211,267	517	196	<b>15,746,455</b>
<b>Fund Balance</b>	<b>4,507,767</b>	<b>6,921</b>	<b>12,211,267</b>	<b>517</b>	<b>196</b>	<b>16,726,668</b>
<b>Total Liabilities &amp; Equity:</b>	<b>5,517,396</b>	<b>54,034</b>	<b>12,826,565</b>	<b>795</b>	<b>1,510,818</b>	<b>19,909,607</b>

**Santa Cruz County Regional Transportation Commission**  
FY 2023-2024  
As of 12-31-2023  
Combined Revenues, Expenditures, and Change in Fund Balance

	<b>SPECIAL REVENUE (GOVERNMENTAL) FUNDS</b>								
	ADMIN AND PLANNING	CRUZ511 (Rideshare)	ACTIVE TRANSPORTATION (MBSST)	RAIL/TRAIL AUTHORITY	HIGHWAY 1 PA/ED	HIGHWAY 1 AUX LANES CONSTRUCTION	SAFE	FSP	TOTAL
<b>Revenues:</b>									
Interest	39,611	8,493	1,363	14,805	2,147	9,907	8,922	1,032	<b>86,281</b>
Transportation Development Act (TDA)	813,707	-	-	-	-	-	-	-	<b>813,707</b>
Department of Motor Vehicle (DMV) Fee	-	-	-	-	-	-	121,588	-	<b>121,588</b>
CalTrans SB1	-	-	-	-	-	-	-	90,485	<b>90,485</b>
STP Exchange	3,540	-	-	307,074	-	159,845.52	-	-	<b>470,460</b>
STIP	80,723	-	-	-	-	419,026	-	13,415	<b>513,164</b>
SCCP	-	-	-	-	-	182,955	-	-	<b>182,955</b>
FEMA	-	-	-	298,255	-	-	-	-	<b>298,255</b>
CalTrans SHA Grant CAVA	13,989	-	-	-	-	-	-	-	<b>13,989</b>
FHWA Equity Action Grant	5,976	-	-	-	-	-	-	-	<b>5,976</b>
TNC Access For All	-	-	-	-	-	-	-	-	<b>-</b>
Rural Planning Assistance Funds	120,464	-	-	-	-	-	-	-	<b>120,464</b>
Measure D	541,669	132,601	5,002,854	355,273	-	6,064,252	-	38,293	<b>12,134,943</b>
Leases	-	-	-	64,311	-	-	-	-	<b>64,311</b>
Local Financial Assistance	-	-	-	-	-	-	-	-	<b>-</b>
Operating Transfers In	-	-	-	-	-	-	-	-	<b>-</b>
TIRCP	-	-	-	-	-	-	-	-	<b>-</b>
Other Revenues	17,219	-	(19,375)	25,134	-	11,200	-	-	<b>34,178</b>
<b>Total Revenues:</b>	<b>1,636,897</b>	<b>141,094</b>	<b>4,984,843</b>	<b>1,064,854</b>	<b>2,147</b>	<b>6,847,186</b>	<b>130,510</b>	<b>143,226</b>	<b>14,950,756</b>
<b>Expenditures:</b>									
Salaries & Benefits	1,429,307	58,116	327,349	256,378	-	182,726	41,420	34,214	<b>2,329,510</b>
Services and Supplies	457,470	89,526	4,677,852	607,732	159,389	6,450,183	67,967	4,952	<b>12,515,071</b>
Towing	-	-	-	-	-	-	-	196,931	<b>196,931</b>
Bike to Work (Ecology Action) TDA	30,976	-	-	-	-	-	-	-	<b>30,976</b>
Community Traffic Safety Coalition-TDA	-	-	-	-	-	-	-	-	<b>-</b>
Bike Challenge (Ecology Action)	-	-	-	-	-	-	-	-	<b>-</b>
Bike SC Project Paseo	3,540	-	-	-	-	-	-	-	<b>3,540</b>
Highway 17 Wildlife Crossing	112,750	-	-	-	-	-	-	-	<b>112,750</b>
FTA Equity Action Grant	-	-	-	-	-	-	-	-	<b>-</b>
SHA Climate Adaptation Grant	84,472	-	-	-	-	-	-	-	<b>84,472</b>
TNC Access For All	-	-	-	-	-	-	-	-	<b>-</b>
SCC Rural Highways Safety Plan	-	-	-	-	-	-	-	-	<b>-</b>
Coastal Resiliency Plan - Waddell & San Vicente	-	-	-	-	-	-	-	-	<b>-</b>
RTP-AMBAG	-	-	-	-	-	-	-	-	<b>-</b>
Measure D Admin	6,341	-	-	-	-	-	-	-	<b>6,341</b>
Measure D Implementation	9,494	-	-	-	-	-	-	-	<b>9,494</b>
Transfer Out	-	-	-	-	-	-	-	-	<b>-</b>
Equipment	6,918	-	-	-	-	-	50,000	-	<b>56,918</b>
Building Improvement	-	-	-	-	-	-	-	-	<b>-</b>
Other Expenses	33,613	-	-	298,255.47	-	-	-	-	<b>331,868</b>
<b>Total Expenditures:</b>	<b>2,174,880</b>	<b>147,642</b>	<b>5,005,201</b>	<b>1,162,365</b>	<b>159,389</b>	<b>6,632,909</b>	<b>159,387</b>	<b>236,097</b>	<b>15,677,871</b>
<b>Excess of Revenues Over Expenditures:</b>	<b>(537,983)</b>	<b>(6,548)</b>	<b>(20,359)</b>	<b>(97,512)</b>	<b>(157,243)</b>	<b>214,278</b>	<b>(28,877)</b>	<b>(92,872)</b>	<b>(727,115)</b>
Beginning Balance	3,137,809	429,123	36,594	677,735	157,699	134,587	529,560	180,384	<b>5,283,491</b>
Rounding Adjustment	-	-	-	-	-	-	-	-	<b>-</b>
<b>Ending Fund Balance:</b>	<b>2,599,826</b>	<b>422,576</b>	<b>16,236</b>	<b>580,223</b>	<b>456</b>	<b>348,865</b>	<b>500,683</b>	<b>87,512</b>	<b>4,556,376</b>

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION**  
FY 2023-2024  
As of 12-31-2023  
COMBINED REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE

	<b>FIDUCIARY FUNDS</b>					
	TDA	LCTOP	STP EXCHANGE	MISC DEDUCTION	STA	TOTAL
<b>REVENUES</b>						
Interest	47,658	1,215	131,840	-	1,304	<b>182,017</b>
Transportation Development Act (TDA)	6,326,491	-	-	-	-	<b>6,326,491</b>
State Transit Assistance (STA)	-	-	-	-	2,734,223	<b>2,734,223</b>
State of Good repair	-	-	-	-	398,407	<b>398,407</b>
STP Exchange	-	-	-	-	-	-
FEMA	-	-	-	-	-	-
LCTOP Greenhouse Gas	-	-	-	-	-	-
Operating Transfers In	-	-	-	150	-	<b>150</b>
Other Revenues	-	-	299,489	-	-	<b>299,489</b>
<b>TOTAL REVENUES</b>	<b>6,374,149</b>	<b>1,215</b>	<b>431,329</b>	<b>150</b>	<b>3,133,934</b>	<b>9,940,776</b>
<b>EXPENDITURES</b>						
SCCRTC (Transportation Commission)	1,627,414	-	3,540	-	-	<b>1,630,954</b>
SCMTD (Transit District)	4,456,023	-	-	-	2,913,490	<b>7,369,513</b>
Specialized Transit (CTSA/Community Bridges)	680,025	-	-	-	220,247	<b>900,272</b>
Volunteer Center	104,234	-	-	-	-	<b>104,234</b>
City of Capitola	-	-	-	-	-	-
City of Santa Cruz	29,846	-	600,000	-	-	<b>629,846</b>
City of Scotts Valley	-	-	-	-	-	-
City of Scotts Watsonville	-	-	0	-	-	-
County of Santa Cruz	-	-	-	-	-	-
Transfer Out	-	-	-	-	-	-
Other Expenses	-	-	256,616	150	-	<b>256,766</b>
<b>TOTAL EXPENDITURES</b>	<b>6,897,542</b>	<b>-</b>	<b>860,156</b>	<b>150</b>	<b>3,133,737</b>	<b>10,891,585</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>(523,394)</b>	<b>1,215</b>	<b>(428,826)</b>	<b>-</b>	<b>196</b>	<b>(950,809)</b>
Beginning Balance	5,031,160	5,706	12,640,093	517	-	<b>17,677,477</b>
Rounding Adjustment	-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>4,507,767</b>	<b>6,921</b>	<b>12,211,267</b>	<b>517</b>	<b>196</b>	<b>16,726,668</b>

FUNDS

# **Administration and Planning**

FY 2023-2024

As of 12-31-2023

Combined Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining Dollars	%	Actual
<b>Revenues:</b>					
Interest	39,611	-	(39,611)	0%	48,452
Measure D	541,669	2,740,174	2,198,505	80%	3,243,583
Rural Planning Assistance Funds	120,464	357,899	237,435	66%	336,283
SLV School District	-	-	-	-	90,000
RSTP Exchange	3,540	13,812	10,272	74%	205,243
Transportation Development Act (TDA)	813,707	1,627,414	813,707	50%	1,824,442
STIP	80,723	139,579	58,856	42%	85,548
CDFW Grant	-	-	-	0%	15,197
WCB Grant	-	-	-	0%	79,657
CalTrans SHA Grant	13,989	-	(13,989)	0%	46,556
FHWA Equity Action Grant	5,976	-	(5,976)	0%	14,780
Landtrust	-	-	-	0%	893,775
TNC Access For All	-	134,239	134,239	100%	6,072
Other Revenues	17,219	-	(17,219)	0%	32,972
<b>Total Revenues:</b>	<b>1,636,897</b>	<b>5,013,117</b>	<b>3,376,220</b>	<b>-</b>	<b>6,922,560</b>
<b>Expenditures:</b>					
Salaries & Benefits (Admin and Planning Services)	1,429,307	7,056,663	5,627,356	80%	1,583,925
Services and Supplies	457,470	1,280,129	822,659	64%	634,096
SR9 San Lorenzo Valley Complete Streets	-	-	-	0%	243,284
Bike to Work (Ecology Action) TDA	30,976	72,000	41,024	57%	72,000
Community Traffic Safety Coalition-TDA	-	156,000	156,000	100%	113,316
Bike Challenge (Ecology Action)	-	7,122	7,122	100%	53,623
Bike SC Project Paseo	3,540	6,690	3,150	47%	42,366
Highway 17 Wildlife Crossing	112,750	1,470,531	1,357,781	92%	3,230,082
FTA Equity Action Grant	-	335,711	335,711	100%	-
SHA Climate Adaptation Grant	84,472	433,138	348,666	80%	11,078
TNC Access For All	-	114,103	114,103	100%	-
SCC Rural Highways Safety Plan	-	702,200	702,200	100%	-
Coastal Resiliency Plan - Waddell & San Vicente	-	1,305,249	1,305,249	100%	-
RTP-AMBAG	-	30,000	30,000	100%	-
Measure D Admin	6,341	1,000	(5,341)	0%	34,054
Measure D Implementation	9,494	47,500	38,006	80%	1,413
Community Traffic Safety Coalition-Ride-N-Stride	-	-	-	0%	126,500
Scotts Creek	-	-	-	0%	9,439
RCIS	-	-	-	0%	54,248
Transfer Out	-	110,000	110,000	100%	110,000
Office Equipment	6,918	40,000	33,082	83%	15,451
Mobile Equipment	-	75,000	75,000	100%	-
Building Improvement	-	-	-	0%	-
Other Expenses	33,613	-	(33,613)	0%	6,980
<b>Total Expenditures:</b>	<b>2,174,880</b>	<b>13,243,036</b>	<b>11,068,156</b>	<b>-</b>	<b>6,341,855</b>
<b>Excess of Revenues Over Expenditures:</b>	<b>(537,983)</b>	<b>(8,229,919)</b>	<b>-</b>	<b>-</b>	<b>580,705</b>
Beginning Fund Balance	3,137,809	-	-	-	2,557,104
Adjustment	-	-	-	-	-
<b>Ending Fund Balance:</b>	<b>2,599,826</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,137,809</b>

**Cruz511 (Rideshare)**

FY 2023-2024

As of 12-31-2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining		Actual
			Dollars	%	
<b>Revenues:</b>					
MEASURE D	132,601	210,000	77,399	37%	200,000
STIP	-	68,663	68,663	100%	-
Transfer In (From SAFE)	-	50,000	50,000	100%	50,000
Interest	8,493	4,000	(4,493)	0%	9,000
<b>Total Revenues:</b>	<b>141,094</b>	<b>332,663</b>	<b>191,569</b>	<b>-</b>	<b>259,000</b>
<b>Expenditures:</b>					
Telephone	-	500	500	100%	-
Membership	-	600	600	100%	675
Postage	-	1,000	1,000	100%	-
Office Expenses/Supplies	-	4,000	4,000	100%	-
Salaries & Benefits	58,116	213,663	155,547	73%	178,131
Advertisement & Promotion	19,970	50,000	30,030	60%	40,727
Travel / Education and Training	-	2,000	2,000	100%	-
Park & Ride Lot Project	-	20,000	20,000	100%	-
Transportation Demand Management	-	70,000	70,000	100%	-
Technical Support/Programming	35,056	23,000	(12,056)	0%	82,702
Commute Manager Platform	34,500	35,000	500	1%	31,625
Other	-	-	-		2,613
<b>Total Expenditures:</b>	<b>147,642</b>	<b>419,763</b>	<b>272,121</b>	<b>-</b>	<b>336,659</b>
<b>Excess of Revenues Over Expenditures:</b>	<b>(6,548)</b>	<b>(87,100)</b>	<b>-</b>	<b>-</b>	<b>(77,659)</b>
Beginning Fund Balance	429,123	-	-	-	506,782
<b>Ending Fund Balance:</b>	<b>422,576</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>429,123</b>

**Active Transportation (MBSST)**

FY 2023-2024

As of 12-31-2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining		Actual
			Dollars	%	
<b>Revenues:</b>					
Interest	1,363	-	(1,363)	0%	652
RSTPX	-	125,000.00	125,000	100%	219,294
Measure D	5,002,854	11,742,152.00	6,739,298	57%	2,457,484
Coastal Conservancy	-	80,000.00	80,000	100%	-
Other Revenue	(19,375)	-	19,375	0%	-
<b>Total Revenues:</b>	<b>4,984,843</b>	<b>11,947,152</b>	<b>6,962,309</b>	<b>-</b>	<b>2,677,430</b>
<b>Expenditures:</b>					
Salaries & Benefits	327,349	898,668	571,319	64%	898,987
General Technical Assistance	106,513	260,207	153,694	59%	184,188
Corridor Encroachment and Maintenance	132,944	1,054,901	921,957	87%	246,053
North Coast	3,596,487	4,692,786	1,096,299	23%	494,836
City of Santa Cruz	1,432	2,661,797	2,660,365	100%	40,039
City of Watsonville	1,586	14,550	12,964	89%	-
City of Capitola	-	319	319	100%	-
County of Santa Cruz	838,890	2,363,924	1,525,034	65%	833,975
<b>Total Expenditures:</b>	<b>5,005,201</b>	<b>11,947,152</b>	<b>6,941,951</b>	<b>-</b>	<b>2,698,078</b>
<b>Excess of Revenues Over Expenditures:</b>	<b>(20,359)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(20,647)</b>
Beginning Fund Balance	36,594	-	-	-	57,241
Adjustment	-	-	-	-	-
<b>Ending Fund Balance:</b>	<b>16,236</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>36,594</b>



**Rail/Trail Authority**

FY 2023-2024

As of 12-31-2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining		Actual
			Dollars	%	
<b>Revenues:</b>					
Interest	14,805	-	(14,805)	0%	14,876
Measure D	355,273	2,082,501	1,727,228	83%	1,241,866
Leases	64,311	83,772	19,461	23%	70,154
RSTP/RSTPX Exchange	307,074	-	(307,074)	0%	1,025,606
FEMA	298,255	-	(298,255)	0%	957,785
Transfer In	-	110,000	110,000	100%	110,000
TIRCP	-	3,450,000	3,450,000	100%	-
Other Revenues	25,134	18,474	(6,660)	0%	354,182
<b>Total Revenues:</b>	<b>1,064,854</b>	<b>5,744,747</b>	<b>4,679,893</b>	<b>-</b>	<b>3,774,469</b>
<b>Expenditures:</b>					
Salaries & Benefits	256,378	890,000	633,622	71%	712,617
Liability Insurance	32,425	32,425	-	0%	30,023
Property Management and Professional Services	1,599	54,520	52,921	97%	24,552
Legal Counsel	59,000	150,000	91,000	61%	34,249
Office Expense	734	5,980	5,246	88%	3,959
Education and Travel	794	-	(794)	0%	283
Real Property Agreements	7,673	-	(7,673)	0%	-
Rail Preservation	139,845	530,592	390,747	74%	630,829
Pajaro River Bridge	9,586	150,468	140,882	94%	401,531
Zero Emmission Rail Transit	145,658	3,955,000	3,809,342	96%	-
Reimburse RSTPX for FEMA	298,255	-	(298,255)	0%	948,986
Rail Line Rehabilitation (Storm Damage)	210,417	-	(210,417)	0%	957,785
<b>Total Expenditures:</b>	<b>1,162,365</b>	<b>5,768,985</b>	<b>4,606,620</b>	<b>-</b>	<b>3,744,812</b>
<b>Excess of Revenues Over Expenditures:</b>	<b>(97,512)</b>	<b>(24,238)</b>	<b>-</b>	<b>-</b>	<b>29,657</b>
Beginning Fund Balance	677,735	-	-	-	648,078
Prior Year Adjustment	-	-	-	-	-
<b>Ending Fund Balance:</b>	<b>580,223</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>677,735</b>

**Highway 1 PA/ED**

FY 2023-2024

As of December 31, 2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-2023
	Year-to-Date Actual	Adopted Budget	Budget Remaining Dollars	%	Actual
<b>Revenues</b>					
Interest	2,147	-	(2,147)	0%	2,795
RSTPX- HOV Lanes	-	-	-	0%	-
RSTPX Advance to Aux Lanes	-	-	-	0%	-
Other Revenues	-	-	-	0%	-
<b>Total Revenues</b>	<b>2,147</b>	<b>-</b>	<b>(2,147)</b>	<b>-</b>	<b>2,795</b>
<b>Expenditures</b>					
Salaries & Benefits	-	-	-	0%	-
PA/ED Public Information-Materials and Pos	-	-	-	0%	-
Professional Services	-	-	-	0%	-
ROW Consultant	-	-	-	0%	-
Reserve Future Years	-	-	-	0%	-
Legal Fees	-	-	-	0%	-
Other	159,389	-	-	0%	-
<b>Total Expenditures</b>	<b>159,389</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Excess of Revenues over Expenditures</b>	(157,243)	-	<b>(2,147)</b>	-	2,795
Fund Balance - Beginning	157,699	-	-	-	154,904
Prior Year Adjustment	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>456</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>157,699</b>

# Highway 1 Aux Lanes Construction

FY 2023-2024

As of 12-31-2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining Dollars	%	Actual
<b>Revenues:</b>					
Interest	9,907	-	(9,907)	0%	-
RSTPX	159,846	-	(159,846)	0%	-
STIP	419,026	736,433	317,407	43%	380,843
LPP	-	-	-	0%	720,807
SCCP	194,155	200,000	5,845	3%	105,323
Meas D	6,245,205	18,898,510	12,653,305	67%	5,568,508
OTHER	11,200	-	(11,200)	0%	-
<b>Total Revenues:</b>	<b>7,039,339</b>	<b>19,834,943</b>	<b>12,795,604</b>	<b>-</b>	<b>6,775,481</b>
<b>Expenditures:</b>					
Salaries & Benefits	182,726	650,000	467,274	72%	620,485
41st to Soquel	588,844	2,361,643	1,772,799	75%	452,661
State Park to Bay Porter	2,140,340	7,973,161	5,832,821	73%	933,638
Freedom to State Park	3,720,999	8,850,139	5,129,140	58%	4,947,870
General Contingencies	-	-	-	0%	-
<b>Total Expenditures:</b>	<b>6,632,909</b>	<b>19,834,943</b>	<b>13,202,034</b>	<b>-</b>	<b>6,954,654</b>
<b>Excess of Revenues Over Expenditures:</b>	<b>406,430</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(179,173)</b>
Beginning Fund Balance	(19,962)	-	-	-	159,211
Adjustment	-	-	-	-	-
<b>Ending Fund Balance:</b>	<b>386,468</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(19,962)</b>

**Service Authority for Freeway Emergencies(SAFE)**

FY 2023-2024

As of 12-31-2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining		Actual
			Dollars	%	
<b>Revenues:</b>					
Measure D	-	50,000	50,000	100%	13,103
Interest	8,922	1,000	(7,922)	0%	10,757
Department of Motor Vehicle (DMV) Fee	121,588	257,750	136,162	53%	252,582
Local Financial Assistance (MTC)	-	50,000	50,000	100%	38,408
<b>Total Revenues:</b>	<b>130,510</b>	<b>358,750</b>	<b>228,240</b>	<b>-</b>	<b>314,850</b>
<b>Expenditures:</b>					
Other Insurance (Property)	5,250	5,250	-	0%	5,250
Supplies/Office Expense	-	2,000	2,000	100%	(680)
Legal Fees	-	1,000	1,000	100%	-
Salaries & Benefits	41,420	134,000	92,580	69%	93,297
Telephone	1,588	10,200	8,612	84%	(5)
Call Answering (Connections Communication)	2,196	3,000	804	27%	2,942
Utilities	596	1,200	604	50%	928
Call Box Upgrade	-	150,000	150,000	100%	70,739
Network Access Fees (AT&T)	-	-	-	0%	-
System Maintenance	15,923	30,000	14,077	47%	18,687
Safe on 17	42,413	150,600	108,187	72%	151,511
Travel & Education	-	2,000	2,000	100%	-
Transfer Out to Rideshare 511	50,000	50,000	-	0%	50,000
<b>Total Expenditures:</b>	<b>159,387</b>	<b>539,250</b>	<b>379,863</b>	<b>-</b>	<b>392,669</b>
<b>Excess of Revenues Over Expenditures:</b>	<b>(28,877)</b>	<b>(180,500)</b>	<b>-</b>	<b>-</b>	<b>(77,819)</b>
Beginning Fund Balance	529,560	-	-	-	607,379
Adjustment	-	-	-	-	-
<b>Ending Fund Balance:</b>	<b>500,683</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>529,560</b>

**Freeway Service Patrol (FSP)**

FY 2023-2024

As of 12-31-2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining		Actual
			Dollars	%	
<b>Revenues:</b>					
Measure D	38,293	190,000	151,707	80%	165,206
Interest	1,032	-	(1,032)	0%	2,267
Caltrans	13,415	163,871	150,456	92%	175,452
CalTrans SB1	90,485	141,739	51,254	36%	121,672
<b>Total Revenues:</b>	<b>143,226</b>	<b>495,610</b>	<b>-</b>	<b>-</b>	<b>464,597</b>
<b>Expenditures:</b>					
Telephone	619	2,000	1,381	69%	1,906
Other Insurance (Property)	4,200	4,200	-	0%	4,200
Supplies/Office Expense	-	4,000	4,000	100%	2,201
Legal Fees	133	1,000	867	87%	140
Salaries & Benefits	34,214	86,500	52,286	60%	75,275
Special Misc Expense - Service (Contingencies)	-	5,000	5,000	100%	-
CalTrans CHP Operations	-	-	-	0%	(25,003)
Transportation/Travel/Education & Training	-	1,000	1,000	100%	567
Towing	196,931	391,910	194,979	50%	403,044
<b>Total Expenditures:</b>	<b>236,097</b>	<b>495,610</b>	<b>259,513</b>	<b>-</b>	<b>462,330</b>
<b>Excess of Revenues Over Expenditures:</b>	<b>(92,872)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,267</b>
Beginning Fund Balance	180,384	-	-	-	178,116
Adjustment	-	-	-	-	-
<b>Ending Fund Balance:</b>	<b>87,512</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>180,384</b>

**Transportation Development Act (TDA)**

FY 2023-2024

As of 12-31-2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining		Actual
			Dollars	%	
<b>Revenues:</b>					
Interest	47,658	10,000	(37,658)	0%	51,695
Transportation Development Act (TDA)	6,326,491	12,252,659	5,926,168	48%	12,098,099
<b>Total Revenues:</b>	<b>6,374,149</b>	<b>12,262,659</b>	<b>5,888,510</b>	-	<b>12,149,794</b>
<b>Expenditures:</b>					
City of Capitola	-	19,532	19,532	100%	-
City of Santa Cruz	29,846	127,782	97,936	77%	90,137
City of Scotts Valley	-	24,029	24,029	100%	-
City of Watsonville	-	101,047	101,047	100%	-
SCCRTC	1,627,414	1,627,414	-	0%	1,824,442
SCMTD	4,456,023	8,912,046	4,456,023	50%	10,166,800
County of Santa Cruz	-	259,207	259,207	100%	-
Specialized Transit (CTSA/Community Bridges)	680,025	875,569	195,544	22%	998,843
Volunteer Center	104,234	104,234	-	0%	118,910
<b>Total Expenditures:</b>	<b>6,897,542</b>	<b>12,050,860</b>	<b>5,153,318</b>	-	<b>13,199,132</b>
<b>Excess of Revenues Over Expenditures:</b>	<b>(523,394)</b>	<b>211,799</b>	<b>735,193</b>	-	<b>(1,049,338)</b>
Beginning Fund Balance	5,031,160	-	-	-	6,080,499
<b>Ending Fund Balance:</b>	<b>4,507,767</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,031,160</b>

**Low Carbon Transit Omissions Project Fund**

FY 2023-2024

As of 12-31-2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23 Actual
	Year-to-Date Actual	Adopted Budget	Budget Remaining Dollars	%	
<b>Revenues:</b>					
Interest	1,215	-	(1,215)	0%	5,147
LCTOP	-	-	-	0%	93,963
<b>Total Revenues:</b>	<b>1,215</b>	<b>-</b>	<b>(1,215)</b>	<b>-</b>	<b>99,110</b>
<b>Expenditures:</b>					
Community Bridges	-	285,985	285,985	100%	247,797
<b>Total Expenditures:</b>	<b>-</b>	<b>285,985</b>	<b>285,985.00</b>	<b>-</b>	<b>247,797</b>
<b>Excess of Revenues Over Expenditures:</b>	<b>1,215</b>	<b>(285,985)</b>	<b>-</b>	<b>-</b>	<b>(148,687)</b>
Beginning Fund Balance	5,706	-	-	-	154,393
Adjustment	-	-	-	-	-
<b>Ending Fund Balance:</b>	<b>6,921</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,706</b>

STP Exchange  
FY 2023-2024  
As of 12-31-2023  
Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining Dollars      %		Actual
<b>Revenues:</b>					
Interest	131,840	5,000	(126,840)	0%	101,419
RSTPX/STBG	-	4,186,323	4,186,323	100%	4,234,823
FEMA Receivable from Rail	299,489	-	(299,489)	0%	948,986
<b>Total Revenues:</b>	<b>431,329</b>	<b>4,191,323</b>	<b>4,059,483</b>	<b>-</b>	<b>5,285,228</b>
<b>Expenditures:</b>					
City of Capitola	-	397,000	397,000	100%	870,264
City of Santa Cruz	600,000	600,000	-	0%	-
City of Scotts Valley	-	929,769	929,769	100%	-
City of Watsonville	-	1,551,840	1,551,840	100%	-
County of Santa Cruz	-	4,307,164	4,307,164	100%	48,582
SCCRTC - Scotts Creek	-	-	-	0%	4,255
SCCRTC - BSCCEF Paseo	2,380	6,690	4,310	64%	40,732
SCCRTC - Bike Smart and Walk Smart	-	-	-	0%	-
SCCRTC - MBSST North Coast Phase 2 EIR	-	19,756	19,756	100%	210,244
SCCRTC - SLV Schools Complex	-	-	-	0%	105,000
SCCRTC - Ecology Action Safe Route to Schools	1,160	7,122	5,962	84%	53,623
SCCRTC - Hwy 1 41st to Soq HOV EIR	-	250,000	250,000	100%	-
SCCRTC - Hwy 1 Freedom-State Park	-	25,000	25,000	100%	-
SCCRTC - Davenport Crosswalk	-	125,000	125,000	100%	-
SCCRTC - Rail- FEMA Loan	256,616	-	(256,616)	0%	948,986
<b>Total Expenditures:</b>	<b>860,156</b>	<b>8,219,341</b>	<b>7,359,185</b>	<b>-</b>	<b>2,281,685</b>
<b>Excess of Revenues Over Expenditures:</b>	<b>(428,826)</b>	<b>(4,028,018)</b>	<b>-</b>	<b>-</b>	<b>3,003,543</b>
Beginning Fund Balance	12,640,093	-	-	-	9,636,551
Adjustment	-	-	-	-	-
<b>Ending Fund Balance:</b>	<b>12,211,267</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,640,093</b>



**Misc Deductions**

FY 2023-2024

As of December 31, 2023

Revenues, Expenditures, and Change in Fund Balance

	FY2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining Dollars	%	Actual
<b>Revenues:</b>					
Transfer In	150	-	-	0%	288
Contribution from Other Fund	-	-	-	0%	-
Other Revenues	-	-	-	0%	-
<b>Total Revenues:</b>	<b>150</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>288</b>
<b>Expenditures:</b>					
PERS - Health	-	-	-	0%	-
Other Benefits, Deduction, & AFLAC/Flex Account	150	-	-	0%	6,255
<b>Total Expenditures:</b>	<b>150</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,255</b>
<b>Excess of Revenues over Expenditures:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(5,968)</b>
Beginning Fund Balance	517	-	-	-	6,484
Prior Year Adjustment	-	-	-	-	-
<b>Ending Fund Balance:</b>	<b>517</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>517</b>

**State Transit Assistance (STA)**

FY 2023-2024

As of 12-31-2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23 Actual
	Year-to-Date Actual	Adopted Budget	Budget Remaining Dollars	%	
<b>Revenues:</b>					
Interest	1,304	-	(1,304)	-	1,107
State Transit Assistance (STA)	2,734,223	6,191,813	3,457,590	56%	6,655,901
Other Revenue (SGR)	398,407	807,331	408,924	51%	781,037
<b>Total Revenues:</b>	<b>3,133,934</b>	<b>6,999,144</b>	<b>3,865,210</b>	-	<b>7,438,046</b>
<b>Expenditures:</b>					
SCMTD (Transit District)	2,913,490	6,526,837	3,613,347	55%	7,143,824
Specialized Transit	220,247	472,307	252,060	53%	294,221
<b>Total Expenditures:</b>	<b>3,133,737</b>	<b>6,999,144</b>	<b>3,865,407</b>	-	<b>7,438,046</b>
<b>Excess of Revenues Over Expenditures:</b>	<b>196</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Beginning Fund Balance	-	-	-	-	-
Adjustment	-	-	-	-	-
<b>Ending Fund Balance:</b>	<b>196</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



## **MEASURE D FINANCIAL STATEMENTS**

Fiscal Year 2023-2024

Period ending December 31, 2023  
(6 months)

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## SUMMARY

**Measure D**

FY 2023-2024

As of December 31, 2023

Combined Balance Sheet

**Santa Cruz County Regional Transportation Commission****Measure D Subfunds**

	General	Admin & Imp	Neighborhood	SLV SR9	Hwy 17 Wild	Highway Corridor	Transit	Active Transp	Rail	TOTAL
<b>ASSETS:</b>										
Cash	1,795	598,762	275,311	1,852,691	10,665	18,542,422	82,187	10,339,036	4,128,537	35,831,406
Prepays	-	-	-	-	-	-	-	2,011	-	2,011
Accounts Receivable	4,986,496	17,750	-	58	-	774,780	-	-	1,185,590	6,964,674
Due From Other Funds	-	138,718	1,565,799	55,556	27,778	2,881,690	1,041,539	559,195	263,151	6,533,426
<b>TOTAL ASSETS</b>	<u>4,988,292</u>	<u>755,230</u>	<u>1,841,110</u>	<u>1,908,305</u>	<u>38,443</u>	<u>22,198,892</u>	<u>1,123,726</u>	<u>10,900,241</u>	<u>5,577,277</u>	<u>49,331,516</u>
<b>LIABILITIES &amp; EQUITY:</b>										
Accounts Payable	-	224,788	-	7,247	2,737	286,983	-	3,938,975	261,793	4,722,523
Due to Other Funds	4,985,501	369,847	-	-	1,578,275	-	-	-	1,225	6,934,848
Due to Other Agencies	-	-	83,333	-	-	-	1,122,788	-	-	1,206,121
Deferred Revenues	-	-	1,751,202	-	-	-	-	-	-	1,751,202
<b>Fund Balance:</b>										
Reserved (1)	-	176,753	-	-	-	-	-	-	-	176,753
Available	<u>2,790</u>	<u>(16,158)</u>	<u>6,575</u>	<u>1,901,058</u>	<u>(1,542,569)</u>	<u>21,911,909</u>	<u>939</u>	<u>6,961,266</u>	<u>5,314,259</u>	<u>34,540,068</u>
<b>Fund Balance</b>	<u>4,988,292</u>	<u>755,230</u>	<u>3,787,858</u>	<u>1,908,305</u>	<u>38,443</u>	<u>22,198,892</u>	<u>1,123,726</u>	<u>10,900,241</u>	<u>5,577,277</u>	<u>51,278,264</u>
<b>Total Liabilities and Equity</b>	<u>4,988,292</u>	<u>755,230</u>	<u>1,841,110</u>	<u>1,908,305</u>	<u>38,443</u>	<u>22,198,892</u>	<u>1,123,726</u>	<u>10,900,241</u>	<u>5,577,277</u>	<u>49,331,516</u>

**Measure D**  
FY 2023-2024  
As of December 31, 2023  
Combined Revenues, Expenditures, and Change in Fund Balance

	Measure D Subfunds									
	General	Admin	Neighborhood	SR9 SLV	Hwy 17 Wild	Highway	Transit	Active Transportation	Rail	TOTAL
<b>Revenues</b>										
Tax Revenues	14,312,479	397,854	4,174,388	166,667	83,333	3,478,656	2,782,925	2,365,486	1,113,170	28,874,959
Interest	1,276	9,533	6,575	29,386	-	351,605	939	202,644	61,357	663,316
Loan Proceeds	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>14,313,756</b>	<b>407,387</b>	<b>4,180,963</b>	<b>196,053</b>	<b>83,333</b>	<b>3,830,262</b>	<b>2,783,864</b>	<b>2,568,130</b>	<b>1,174,527</b>	<b>29,538,274</b>
<b>Expenditures</b>										
Overhead Admin	-	158,148	-	-	-	-	-	-	-	158,148
Implementation & Oversight	-	91,755	-	-	-	-	-	-	-	91,755
Consultant Services	-	15,691	-	-	-	-	-	-	-	15,691
Salaries & Benefits	-	148,775	-	13,118	289	159,748	-	-	249,371	571,302
Services & Supplies	-	143	-	-	-	572	-	209,561	156,849	367,125
Cruz 511	-	-	-	-	-	53,928	-	-	-	53,928
FSP	-	-	-	-	-	31,767	-	-	-	31,767
Highway 1 Auxiliary Lanes 41st to Soquel	-	-	-	-	-	435,795	-	-	-	435,795
Highway 1 Auxiliary Lanes State Park to Bay Porter	-	-	-	-	-	1,784,680	-	-	-	1,784,680
Highway 1 Auxiliary Lanes Freedom to State Park	-	-	-	-	-	1,726,652	-	-	-	1,726,652
SAFE Program	-	-	-	-	-	-	-	-	-	-
Oversight & Coordination	-	-	-	-	-	-	-	327,349	-	327,349
Corridor Encroachment & Maintenance	-	-	-	-	-	-	-	134,444	-	134,444
Zero Emissions Passenger Rail and Trail	-	-	-	-	-	-	-	72,829	72,829	145,658
Bridge Repairs & Maintenance	-	-	-	-	-	-	-	-	905	905
Rail Preservation	-	-	-	-	-	-	-	-	127,839	127,839
Segment 5	-	-	-	-	-	-	-	3,822,640	-	3,822,640
Segments 7,8,9	-	-	-	-	-	-	-	2,514	-	2,514
Segments 10 and 11	-	-	-	-	-	-	-	-	-	-
Segment 12	-	-	-	-	-	-	-	1,995,270	-	1,995,270
Admin/Impl	397,854	-	-	-	-	-	-	-	-	397,854
Neighborhood	4,174,388	-	-	-	-	-	-	-	-	4,174,388
Highway Corr	3,478,656	-	-	-	-	-	-	-	-	3,478,656
Transit/Para Transit	2,782,925	-	-	-	-	-	-	-	-	2,782,925
Active Transp	2,365,486	-	-	-	-	-	-	-	-	2,365,486
Rail Corridor	1,113,170	-	-	-	-	-	-	-	-	1,113,170
SLV/SR9	-	-	166,667	-	-	-	-	-	-	166,667
Highway 17 Wildlife Overcrossing	-	-	83,333	-	112,750	-	-	-	-	196,083
City of Capitola	-	-	186,692	-	-	-	-	-	-	186,692
City of Santa Cruz	-	-	890,103	-	-	-	-	-	-	890,103
City of Scotts Valley	-	-	192,587	-	-	-	-	-	-	192,587
City of Watsonville	-	-	614,030	-	-	-	-	1,586	-	615,616
County of Santa Cruz	-	-	2,040,976	-	-	-	-	837,442	-	2,878,418
Santa Cruz Metro Transportation District	-	-	-	-	-	-	2,226,340	-	-	2,226,340
Community Bridges	-	-	-	-	-	-	556,585	-	-	556,585
Other	-	9,533	-	-	-	-	-	-	-	9,533
<b>Total Expenditures</b>	<b>14,312,479</b>	<b>424,045</b>	<b>4,174,388</b>	<b>13,118</b>	<b>113,039</b>	<b>4,193,143</b>	<b>2,782,925</b>	<b>7,403,635</b>	<b>607,793</b>	<b>34,024,565</b>
<b>Excess Revenues over Expenditures</b>	<b>1,276</b>	<b>(16,658)</b>	<b>6,575</b>	<b>182,934</b>	<b>(29,706)</b>	<b>(362,881)</b>	<b>939</b>	<b>(4,835,505)</b>	<b>566,734</b>	<b>(4,486,291)</b>
Fund Balance - Beginning	1,514	177,253	-	1,718,123	-	22,274,790	-	11,796,771	4,747,525	40,715,976
<b>Fund Balance - End</b>	<b>2,790</b>	<b>160,595</b>	<b>6,575</b>	<b>1,901,058</b>	<b>(29,706)</b>	<b>21,911,909</b>	<b>939</b>	<b>6,961,266</b>	<b>5,314,259</b>	<b>36,229,685</b>

## MEASURE D SUBFUNDS



**Measure D Deposit Account**

FY 2023-2024

As of December 31, 2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Dollars	Remaining %	Actual
<b>Revenues</b>					
Measure D	14,312,479	27,114,358	12,801,879	47%	27,363,250
Interest	1,276	250	-	0%	2,740
<b>Total Revenues</b>	<b>14,313,756</b>	<b>27,114,608</b>	<b>12,801,879</b>	<b>-</b>	<b>27,365,991</b>
<b>Expenditures</b>					
Admin/Impl	397,854	815,333	417,479	51%	819,599
Neighborhood	4,174,388	7,889,708	3,715,320	47%	7,963,538
Highway Corr	3,478,656	6,574,756	3,096,100	47%	6,636,282
Transit/Para Transit	2,782,925	5,259,805	2,476,880	47%	5,309,025
Active Transp	2,365,486	4,470,834	2,105,348	47%	4,512,672
Rail Corridor	1,113,170	2,103,922	990,752	47%	2,123,610
<b>Total Expenditures</b>	<b>14,312,479</b>	<b>27,114,358</b>	<b>12,801,879</b>	<b>-</b>	<b>27,364,726</b>
<b>Excess Revenues over Expenditures</b>	<b>1,276</b>	<b>250</b>	<b>-</b>	<b>-</b>	<b>1,264</b>
<b>Fund Balance - Beginning</b>	<b>1,514</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>249</b>
<b>Fund Balance - End</b>	<b>2,790</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,514</b>

**Measure D Administration and Implementation**

FY 2023-2024

As of December 31, 2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				
	Year-to-Date Actual	Adopted Budget	Budget Remaining		FY 2022-23 Actual
			Dollars	%	
<b>Revenues</b>					
Measure D	397,854	815,333	417,479	51%	459,786
Interest	9,533	1,000	-	0%	10,007
<b>Total Revenues</b>	<b>407,387</b>	<b>816,333</b>	<b>417,479</b>	<b>-</b>	<b>469,793</b>
<b>Expenditures</b>					
Admin Salaries & Benefits	148,775	271,144	122,369	45%	262,851
Overhead Admin	158,148	339,014	180,866	53%	337,816
Implementation & Oversight	91,755	156,675	64,920	41%	165,995
Services & Supplies	143	8,500	8,357	98%	5,310
Consultant Services	15,691	40,000	24,309	61%	31,018
Interest to Categories	9,533	-	(9,533)	0%	-
<b>Total Expenditures</b>	<b>424,045</b>	<b>815,333</b>	<b>391,288</b>	<b>-</b>	<b>802,990</b>
<b>Excess Revenues over Expenditures</b>	<b>(16,658)</b>	<b>1,000</b>	<b>(268,919)</b>	<b>-</b>	<b>(333,197)</b>
<b>Fund Balance - Beginning</b>	<b>177,253</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>510,450</b>
<b>Fund Balance - End</b>	<b>160,595</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>177,253</b>

**Measure D Neighborhood**

FY 2023-2024

As of December 31, 2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining		Actual
			Dollars	%	
<b>Revenues</b>					
Measure D	4,174,388	7,889,708	3,715,320	47%	8,071,189
Interest	6,575	500	-	0%	2,703
<b>Total Revenues</b>	<b>4,180,963</b>	<b>7,890,208</b>	<b>3,715,320</b>	<b>-</b>	<b>8,073,892</b>
<b>Expenditures</b>					
SR9/SLV	166,667	333,333	166,666	50%	333,333
Highway 17 Wildlife Overcrossing	83,333	166,667	83,334	50%	166,667
City of Capitola	186,692	351,544	164,853	47%	366,367
City of Santa Cruz	890,103	1,676,084	785,981	47%	1,697,664
City of Scotts Valley	192,587	362,646	170,059	47%	365,132
City of Watsonville	614,030	1,156,232	542,202	47%	1,186,343
County of Santa Cruz	2,040,976	3,843,202	1,802,226	47%	3,959,035
<b>Total Expenditures</b>	<b>4,174,388</b>	<b>7,889,708</b>	<b>3,715,320</b>	<b>-</b>	<b>8,074,540</b>
<b>Excess Revenues over Expenditures</b>	<b>6,575</b>	<b>500</b>	<b>(3,548,654)</b>	<b>-</b>	<b>(648)</b>
<b>Fund Balance - Beginning</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>648</b>
<b>Fund Balance - End</b>	<b>6,575</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Measure D Neighborhood - San Lorenzo Valley - State Route 9 Improvements**

FY 2023-2024

As of December 31, 2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining Dollars	%	Actual
<b>Revenues</b>					
Measure D	166,667	333,333	166,666	50%	333,333
Interest	29,386	-	-	0%	27,369
<b>Total Revenues</b>	<b>196,053</b>	<b>333,333</b>	<b>166,666</b>	<b>-</b>	<b>360,703</b>
<b>Expenditures</b>					
Salaries & Benefits	13,118	30,752	17,634	57%	45,301
Services & Supplies	-	2,000	2,000	100%	1,204
Consultant Services	-	66,558	66,558	100%	48,334
Grant Match	-	350,000	350,000	100%	-
<b>Total Expenditures</b>	<b>13,118</b>	<b>449,310</b>	<b>436,192</b>	<b>-</b>	<b>94,839</b>
<b>Excess Revenues over Expenditures</b>	<b>182,934</b>	<b>(115,977)</b>	<b>-</b>	<b>-</b>	<b>265,864</b>
<b>Fund Balance - Beginning</b>	1,718,123	-	-	-	1,452,260
<b>Fund Balance - End</b>	1,901,058	-	-	-	1,718,123

**Measure D Neighborhood - Highway 17 Wildlife Crossing**

FY 2023-2024

As of December 31, 2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining Dollars	%	Actual
<b>Revenues</b>					
Measure D	83,333	166,667	83,333	50%	166,667
Interest	-	-	-	0%	411
Loan Proceeds	-	1,308,864	1,308,864	100%	-
<b>Total Revenues</b>	<b>83,333</b>	<b>1,475,531</b>	<b>1,392,198</b>	<b>-</b>	<b>167,078</b>
<b>Expenditures</b>					
Salaries & Benefits	289	5,000	4,711	94%	3,869
Caltrans	112,750	1,470,531	1,357,781	92%	2,580,740
<b>Total Expenditures</b>	<b>113,039</b>	<b>1,475,531</b>	<b>1,362,492</b>	<b>-</b>	<b>2,584,609</b>
<b>Excess Revenues over Expenditures</b>	<b>(29,706)</b>	<b>-</b>	<b>29,706</b>	<b>-</b>	<b>(2,417,531)</b>
<b>Fund Balance - Beginning</b>	<b>(1,512,864)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>904,668</b>
<b>Fund Balance - End</b>	<b>(1,542,569)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,512,864)</b>

**Measure D Highway**

FY 2023-2024

As of December 31, 2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Dollars	Remaining %	Actual
<b>Revenues</b>					
Measure D	3,478,656	6,574,756	3,096,100	47%	6,725,991
Interest	351,605	50,000	-	0%	368,356
<b>Total Revenues</b>	<b>3,830,262</b>	<b>6,624,756</b>	<b>3,096,100</b>	<b>-</b>	<b>7,094,347</b>
<b>Expenditures</b>					
Salaries & Benefits	159,748	787,500	627,752	80%	588,177
Services & Supplies	572	-	(572)	0%	-
Cruz 511	53,928	89,000	35,072	39%	80,757
Hwy 1 Soq to 41st	435,795	2,161,643	1,725,848	80%	298,594
Hwy 1 Bay Porter to State Park	1,784,680	7,236,728	5,452,048	75%	402,208
Hwy 1 Freedom to State Park	1,726,652	6,574,831	4,848,179	74%	3,748,139
SAFE	-	50,000	50,000	100%	13,103
FSP Towing	31,767	173,500	141,733	82%	150,847
Transfer to 729203 Hwy 17 Wildlife Crossing	-	1,308,864	1,187,249	91%	-
<b>Total Expenditures</b>	<b>4,193,143</b>	<b>18,382,066</b>	<b>14,067,308</b>	<b>-</b>	<b>5,281,826</b>
<b>Excess Revenues over Expenditures</b>	<b>(362,881)</b>	<b>(11,757,310)</b>	<b>-</b>	<b>-</b>	<b>1,812,521</b>
<b>Fund Balance - Beginning</b>	<b>22,274,790</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,462,269</b>
<b>Fund Balance - End</b>	<b>21,911,909</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,274,790</b>

**Measure D Transit**

FY 2023-2024

As of December 31, 2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024		Budget Remaining		FY 2022-23
	Year-to-Date	Adopted	Dollars	%	Actual
	Actual	Budget			
<b>Revenues</b>					
Measure D	2,782,925	5,347,129	2,564,204	48%	5,380,793
Interest	939	200	-	0%	1,166
<b>Total Revenues</b>	<b>2,783,864</b>	<b>5,347,329</b>	<b>2,564,204</b>	<b>-</b>	<b>5,381,959</b>
<b>Expenditures</b>					
SCMTD	2,226,340	4,277,704	2,051,364	48%	4,305,567
Community Bridges	556,585	1,069,426	512,841	48%	1,076,392
<b>Total Expenditures</b>	<b>2,782,925</b>	<b>5,347,130</b>	<b>2,564,205</b>	<b>-</b>	<b>5,381,959</b>
<b>Excess Revenues over Expenditures</b>	939	199	(1)	-	-
<b>Fund Balance - Beginning</b>	-	-	-	-	-
<b>Fund Balance - End</b>	939	-	-	-	-

**Measure D Active Transportation**

FY 2023-2024

As of December 31, 2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23
	Year-to-Date Actual	Adopted Budget	Budget Remaining Dollars	%	Actual
<b>Revenues</b>					
Measure D	2,365,486	4,470,834	2,105,348	47%	4,573,674
Interest	202,644	10,000	-	0%	214,547
<b>Total Revenues</b>	<b>2,568,130</b>	<b>4,480,834</b>	<b>2,105,348</b>	<b>-</b>	<b>4,788,221</b>
<b>Expenditures</b>					
Oversight & Coordination	327,349	898,668	571,319	64%	901,711
Corridor Encroachment & Maintenance	134,444	1,054,901	920,457	87%	426,409
General Technical	209,561	260,207	50,646	19%	6,011
Segment 5	3,822,640	4,487,786	665,146	15%	290,578
Segments 7,8,9	2,514	93,065	90,551	97%	28,867
Segments 10,11	-	319	319	100%	771,496
Segment 12	1,995,270	2,363,924	368,654	16%	1,199,732
Segment 18	1,586	-	(1,586)	0%	-
City of Santa Cruz-MBSST	-	2,568,732	2,568,732	100%	-
City of Watsonville-MBSST	-	14,550	14,550	100%	-
Zero Emissions Passenger Rail and Trail	72,829	175,000	102,171	58%	-
County of Santa Cruz-MBSST	837,442	2,275,308	1,437,866	63%	-
<b>Total Expenditures</b>	<b>7,403,635</b>	<b>14,192,460</b>	<b>6,788,825</b>	<b>-</b>	<b>3,624,805</b>
<b>Excess Revenues over Expenditures</b>	<b>(4,835,505)</b>	<b>(9,711,626)</b>	<b>-</b>	<b>-</b>	<b>1,163,417</b>
<b>Fund Balance - Beginning</b>	<b>11,796,771</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,633,354</b>
<b>Fund Balance - End</b>	<b>6,961,266</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,796,771</b>



**Measure D Rail**

FY 2023-2024

As of December 31, 2023

Revenues, Expenditures, and Change in Fund Balance

	FY 2023-2024				FY 2022-23 Actual
	Year-to-Date Actual	Adopted Budget	Budget Remaining Dollars	%	
<b>Revenues</b>					
Measure D	1,113,170	2,103,922	990,752	47%	2,152,317
Interest	61,357	-	-	0%	55,913
<b>Total Revenues</b>	<b>1,174,527</b>	<b>2,103,922</b>	<b>990,752</b>	<b>-</b>	<b>2,208,230</b>
<b>EXPENDITURES</b>					
Salaries & Benefits	249,371	780,000	530,629	68%	607,069
Services & Supplies	156,849	308,178	151,329	49%	34,744
Zero Emissions Passenger Rail and Trail	72,829	330,000	257,171	78%	-
Repairs & Maintenance	905	-	(905)	0%	328,414
Rail Preservation	127,839	389,323	261,484	67%	284,926
<b>Total Expenditures</b>	<b>607,793</b>	<b>1,807,501</b>	<b>1,199,708</b>	<b>-</b>	<b>1,255,153</b>
<b>Excess Revenues over Expenditures</b>	<b>566,734</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>953,077</b>
<b>Fund Balance - Beginning</b>	<b>4,747,525</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,794,448</b>
<b>Fund Balance - End</b>	<b>5,314,259</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,747,525</b>

**TO:** Regional Transportation Commission

**FROM:** Tommy Travers, Transportation Planner

**RE:** Bicycle Advisory Committee Membership Appointments

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## **RECOMMENDATIONS**

Staff recommends that the Regional Transportation Commission approve the Bicycle Advisory Committee nominations and appoint Matt Farrell, Jae Riddle, and Paula Bradley, and receive the direct appointments of Leo Jed and Kelly Curlett.

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## **BACKGROUND**

Seats on the Regional Transportation Commission's Bicycle Advisory Committee (Committee) correspond to city and supervisorial district seats on the Regional Transportation Commission (RTC). Commissioners representing supervisorial districts appoint individuals to the Committee directly. Commissioners representing the cities may nominate individuals for Committee and RTC consideration. Two additional seats for Bike to Work and the Community Traffic Safety Coalition also exist, and appointments are made by the respective organization directly. Most seats for the Committee are for three-year terms and expire on a rotating basis, with the seats representing the supervisorial districts being for four-year terms. Each seat has a primary and an alternate representative. The Committee's description, role and membership are in the 2022 RTC Rules and Regulations available on the RTC website.

## **DISCUSSION**

RTC staff contacted Committee members whose terms end in March 2024, asking if they wish to be nominated for another term. Staff then contacted the corresponding Commissioner with that information along with any applications received recently from others interested in the seats.

- Commissioner Sandy Brown re-nominated Matt Farrell as primary representing the City of Santa Cruz. Mr. Farrell has served since 2018.
- Commissioner Pedersen re-nominated Paula Bradley as primary representing the City of Capitola. Ms. Bradley has served since 2021.
- Commissioner Sandy Brown nominated Jae Riddle ([Attachment 1](#)) as alternate representing the City of Santa Cruz for her first term.
- The Community Traffic Safety Coalition directly appointed Leo Jed as primary. Mr. Jed has served since 2005.
- The Community Traffic Safety Coalition directly appointed Kelly Curlett ([Attachment 2](#)) as alternate. Ms. Curlett has served since late 2023.

Staff continues to seek applicants to fill vacancies and welcomes recommendations from Commissioners. The application and more information about the Committee are available on the RTC webpage <https://sccrtc.org/meetings/bike-committee/>.

A draft roster is included as Attachment 3.

**As submitted by each respective Commissioner, staff recommends that the RTC approve the Committee nominations and appoint Matt Farrell, Paula Bradley, and Jae Riddle, and receive the direct appointments of Leo Jed and Kelly Curlett.**

#### **FISCAL IMPACT**

None.

#### **SUMMARY**

The term for several positions expired in March 2024. Commissioners made three nominations. Staff recommends that the RTC make the appointments provided above.

#### Attachments:

1. Application for Jae Riddle
2. Application for Kelly Curlett
3. April 2024 Draft Bicycle Advisory Committee Roster

# COMMITTEE APPOINTMENT APPLICATION

## Santa Cruz County Regional Transportation Commission (SCCRTC) Bicycle Advisory Committee

The Bicycle Advisory Committee consists of eleven seats: one for each city within Santa Cruz County, one for each of the county supervisorial districts, one representing the Bike to Work program, and one representing the Community Traffic Safety Coalition. Each has an alternate member appointed in the case that the primary member is unable to attend a meeting.

Meetings are usually held the second Monday of the month, up to 8 times per year, from 6:00 p.m. to 8:30 p.m. in the Santa Cruz County Regional Transportation Commission conference room, located at 1101 Pacific Avenue Ste. 250 in downtown Santa Cruz. One or two meeting per year are typically held in mid- or south-county. Please refer to the Committee description and bylaws for more information: <https://sccrtc.org/meetings/bike-committee/>.

If you are interested in serving on this committee, we recommend reviewing the by-laws and attending a meeting to familiarize yourself with the committee process. After doing so, please complete this application and email a signed copy to or return a printed copy to the RTC office.

Name:	Jae Riddle
Home address:	[REDACTED]
E-mail:	[REDACTED]
Phone:	[REDACTED]
Length of residence in Santa Cruz Co.:	2.25 years

I am applying to represent (circle one):

- ☐ County Supervisorial District 4 (Watsonville south of Green Valley Rd)  
☐ City of Capitola  
☒ City of Santa Cruz  
☐ City of Scotts Valley  
☐ Community Traffic Safety Coalition  
☐ Other: \_\_\_\_\_

I would consider a different position

- ☒ Yes  
☐ No

**Previous experience on a government commission or committee:** (Please describe the committee/commission's purpose and your role.)

No previous experience on a government commission or committee.

**Other Relevant Work or Volunteer Experience**

Organization	Location	Position	Dates
Private transportation consulting firms (Planning and Engineering)	Los Angeles, CA Irvine, CA	Transportation Planner	2018 - Present
Public transportation departments and/or funding authorities	Los Angeles, CA Orange County, CA	Transportation Planner	2016-2018
Ecology Action	Santa Cruz, CA	Open Streets Volunteer	2021
Safe Routes to School	Pomona, CA	Walking School Bus Volunteer	2017

**Statement of Qualifications:** Please describe why you are interested in serving on this committee and why you are qualified for the appointment. If you have served on this committee in the past, please summarize your accomplishments on the committee and indicate which of the committee's potential future endeavors most interest you.

I hold a B.S. in Urban and Regional Planning with an emphasis in transportation. My studies and professional work focus on improving safety and mobility for Active Transportation users. I utilize a bicycle for commuting and recreation throughout the County of Santa Cruz and have a first-person perspective of bicycling conditions on local roads. I am able to read engineering design plans, compare with CA-MUTCD standards and NACTO recommendations, and provide comments on planned/proposed infrastructure. I stay up-to-date on emerging transportation planning policies and studies to inform comments.

**Diversity of Representation:** Please describe whether you are someone whose background or community is not well represented in local government and decision-making. For example, non-white, young adult, senior over 75, immigrant, very low income, unhoused, disabled, or of marginalized gender or sexuality:

I am 50% white and 50% East Asian/Pacific Islander (first generation).

**Certification:** I certify that the above information is true and correct and I authorize the verification of the information in the application in the event I am a finalist for the appointment.



Signature

February 4, 2024

Date

**Return Application to:**

SCCRTC Attn: Tommy Travers  
1101 Pacific Avenue Ste. 250  
Santa Cruz, CA 95060  
Or email:

**Questions or Comments:**

Contact Tommy Travers at

# COMMITTEE APPOINTMENT APPLICATION

## Santa Cruz County Regional Transportation Commission (SCCRTC) Bicycle Advisory Committee

The Bicycle Advisory Committee consists of eleven seats: one for each city within Santa Cruz County, one for each of the county supervisorial districts, one representing the Bike to Work program, and one representing the Community Traffic Safety Coalition. Each has an alternate member appointed in the case that the primary member is unable to attend a meeting.

Meetings are usually held the second Monday of the month, up to 8 times per year, from 6:00 p.m. to 8:30 p.m. in the Santa Cruz County Regional Transportation Commission conference room, located at 1101 Pacific Avenue Ste. 250 in downtown Santa Cruz. One or two meeting per year are typically held in mid- or south-county. Please refer to the Committee description and bylaws for more information: <https://sccrtc.org/meetings/bike-committee/>.

If you are interested in serving on this committee, we recommend reviewing the by-laws and attending a meeting to familiarize yourself with the committee process. After doing so, please complete this application and email a signed copy to or return a printed copy to the RTC office.

Name:	Kelly Curlett
Home address:	[REDACTED]
E-mail:	[REDACTED]
Phone:	[REDACTED]
Length of residence in Santa Cruz Co.:	13 years

I am applying to represent (circle one):

- ☐ County Supervisorial District 4 (Watsonville south of Green Valley Rd)  
☐ City of Capitola  
☐ City of Santa Cruz  
☐ City of Scotts Valley  
☒ Community Traffic Safety Coalition  
☐ Other: \_\_\_\_\_

I would consider a different position

- ☐ Yes  
☒ No

**Previous experience on a government commission or committee:** (Please describe the committee/commission's purpose and your role.)

I have not served on a government commission or committee, but I am currently overseeing the Community Traffic Safety Coalition (CTSC) and have served on the below community-based committees/coalitions.

**Other Relevant Work or Volunteer Experience**

Organization	Location	Position	Dates
Community Traffic Safety Coalition (CTSC)	Santa Cruz County	Overseeing the CTSC and representing the Health Services Agency (HSA) Safe and Active Transportation program	October-present
Community Emergency Response Team (CERT) Committee	Felton	Committee member representing Community Bridges' Community Disaster Preparedness Program	October 2015-June 2016
Smart Solutions to Homelessness Santa Cruz County	Coral Street/Harvey West subcommittee	Committee member with experience as staff from Housing Matters (formerly Homeless Services Center)	March 2014-June 2014



**Statement of Qualifications:** Please describe why you are interested in serving on this committee and why you are qualified for the appointment. If you have served on this committee in the past, please summarize your accomplishments on the committee and indicate which of the committee's potential future endeavors most interest you.

In October of 2023, I became the new Health Educator for the Health Service Agency's Safe and Active Transportation program, with the role of supporting the Community Traffic Safety Coalition (CTSC) of Santa Cruz County. The CTSC's mission is to prevent traffic-related injuries and fatalities for all road users, with a focus on people bicycling and walking. The CTSC envisions safe, accessible, and equitable transportation for all using Vision Zero strategies.

To work toward achieving our coalition's mission and vision, I will support the jurisdictions in their development and implementation of Vision Zero policies, task forces, and action plans. I will learn from other Vision Zero cities outside Santa Cruz County and provide leadership in strategies that are proving to reduce traffic related deaths and injuries, especially those involving cyclists and pedestrians. To identify the problems and potential solutions in high injury areas, I will be assisting jurisdictions in soliciting community participation for bicycle and walking audits. I will advocate for the jurisdictions to implement more traffic safety infrastructure, such as complete streets, brighter lighting and stripping on roadways, and roundabouts, to increase roadway safety.

In addition to supporting our jurisdictions, I will continue to work with my colleagues to collaborate with other agencies to provide traffic safety education and resources in English and Spanish to our community members. I have been and will continue collaborating with community-based partners, such as the Bike Church, the Community Bike Collective, the Watsonville Nature Center, the Harm Reduction Coalition of Santa Cruz County, and senior centers to provide traffic safety presentations, educational materials, bicycle and pedestrian safety gear, as well as walking field trips and bike rides to those who are disproportionately impacted by traffic violence.

I would greatly benefit from continuing to serve on the Bicycle Advisory Committee to stay more engaged with its member agencies and be more effective in my role of coordinating with local jurisdictions to promote bicycle safety. It is my hope that I will be able to serve as an alternate representative for the CTSC.

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**Diversity of Representation:** Please describe whether you are someone whose background or community is not well represented in local government and decision-making. For example, non-white, young adult, senior over 75, immigrant, very low income, unhoused, disabled, or of marginalized gender or sexuality:

As someone who has worked with the unhoused population and is currently supporting low-income individuals and families countywide, I advocate for those underrepresented in government and decision-making. I highly value equity and the role it plays in ensuring the best health outcomes for all community members. Everyone should have a voice and access to services to improve their well-being, and the well-being of our entire community.

**Certification:** I certify that the above information is true and correct and I authorize the verification of the information in the application in the event I am a finalist for the appointment.

\_\_\_\_\_ Kelly Curlett \_\_\_\_\_ 2/28/24 \_\_\_\_\_  
Signature Date

**Return Application to:** SCCRTC Attn: Tommy Travers  
1101 Pacific Avenue Ste. 250  
Santa Cruz, CA 95060  
Or email:

**Questions or Comments:** Contact Tommy Travers at

## April 2024 Bicycle Advisory Committee Roster

Member	Representing	Alternate
Scott Roseman	County of Santa Cruz-District 1	Corrina McFarlane
Aaron Robinson	County of Santa Cruz-District 2	John Hunt
Sally Arnold	County of Santa Cruz-District 3	Peter Scott
Anna Kammer, Chair	County of Santa Cruz-District 4	Steven Jonsson
Rick Hyman	County of Santa Cruz-District 5	Theresia Rogerson
Paula Bradley*	City of Capitola	Vacant
Matt Farrell*	City of Santa Cruz	Jae Riddle*
Vacant	City of Scotts Valley	Vacant
Gina Cole	City of Watsonville	Drew Rogers
Matt Miller	Bike to Work	Jennifer Villegas Moreno
Leo Jed**	Community Traffic Safety Coalition	Kelly Curlett**

\*New nomination

\*\*New appointment

**AGENDA:** April 4, 2023

**TO:** Santa Cruz County Regional Transportation Commission

**FROM:** Yesenia Parra, Administrative Services Officer

**RE:** Amendment to Current Office Space Lease to Accommodate Additional Staff and Address Increasing Workload

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## **RECOMMENDATIONS**

Staff recommends that the Santa Cruz County Regional Transportation Commission (RTC) authorize the Executive Director to finalize negotiations and execute an agreement with 1101 Pacific, LLC to:

1. Extend the current office lease for two years and add space to accommodate additional staff to address increasing workload; and
  2. Make tenant improvements for a larger conference room just outside the current RTC office suite up to a maximum amount of \$30,000.
- 

## **BACKGROUND**

The RTC has leased office space located at 1101 Pacific Avenue Suite 250 since 2021. There have not been significant tenant improvements since the inception of the lease. The current lease is set to expire September 30, 2027. RTC currently has 23 full-time equivalent positions approved. Due to increased workload, it is necessary to hire additional staff and additional space is needed to accommodate them effectively.

## **DISCUSSION**

The current office space located at 1101 Pacific Ave., Suite 250 consists of workspace for the current 22 staff members two conference rooms, a kitchen, a copy and server room, and a small supply room. As the amount of planning work, quantity of funding grants, and number of projects are increasing, it is necessary to hire staff to address the increase in workload. As a result, the Commission directed staff to add funding for three new positions to its proposed fiscal year (FY) 2024-25 budget. The RTC's current office does not have sufficient space for additional offices or cubicles. All desk space is assigned, and the lack of vacant space limits RTC's ability to staff for its current and anticipated workload.

Staff began conversations with the landlord to identify vacant space in the building. Space for a conference room larger than the RTC's current large conference room was identified just outside of the current RTC office suite. Moving the existing large conference room to the new location will allow the RTC to build up to an additional 6 cubicles comfortably (potentially 8 if smaller) in the space of the current large conference room.

The RTC's current lease began in May 2021 and will expire on September 30, 2027. The RTC currently leases 5,842 square feet at a base lease rate of \$8,217.23 per month. In addition, the RTC also pays a "Common Area Operating Expense" fee of \$3,271.52 per month. Therefore, the total monthly cost for the RTC's office space is currently \$11,488.75. The base lease rate increases by 3% per year but the "Common Area Operating Expense" fee does not increase.

Adding the space for a larger conference room would add 1,221 square feet to the existing lease for a total square footage of 7,063 square feet. The base monthly lease rate would increase by \$1,741.60 to a total of \$9,958.83. The "Common Area Operating Expense" fee would not change and remain at \$3,271.52 per month. Therefore, the total monthly cost for the RTC's office with the additional space would be \$13,230.35. To amend the additional space into the current lease agreement, the landlord wants to extend the term of the lease for two years to September 30, 2029 with an option to renew for an additional five years.

The table below shows the cost comparison between the current lease and the current lease with the additional space. Over the life of the proposed amended lease to September 30, 2029, the added cost would be \$122,993 for the additional space.

	Current Office Lease				Proposed Office Lease				Difference	
	5,842 Square Feet				7,063 Square Feet					
Lease Year	Common Area Fee	Base Rent	Monthly Cost	Annual Cost	Common Area Fee	Base Rent	Monthly Cost	Annual Cost	Monthly	Annually
Current*	3,272	8,217	11,489	137,865	3,272	9,959	13,230	158,764	1,742	8,708
2024-25	3,272	8,464	11,735	140,823	3,272	10,258	13,529	162,349	1,794	21,526
2025-26	3,272	8,718	11,989	143,870	3,272	10,565	13,837	166,042	1,848	22,172
2026-27	3,272	8,979	12,251	147,009	3,272	10,882	14,154	169,846	1,903	22,837
2027-28	3,272	9,249	12,520	150,241	3,272	11,209	14,480	173,763	1,960	23,522
2028-29	3,272	9,526	12,798	153,571	3,272	11,545	14,817	177,798	2,019	24,228
Total	873,378				1,008,563				122,993	

The cost estimate for the tenant improvements for the larger conference room is \$26,705.70. There could potentially be cost increases if something unforeseen comes up during construction. Therefore, a contingency of about 12% for a maximum amount of \$30,000 would be prudent.

Staff recommends that the RTC authorize the Executive Director to finalize negotiations and execute an agreement with 1101 Pacific LLC to: 1) extend the current office lease for two years and add space to accommodate additional staff to address the increasing workload; and 2) make tenant improvements for a larger conference room just outside the current RTC office suite up to a maximum amount of \$30,000.

Adding the additional conference room space will provide additional square footage in the current office suite needed for RTC's current approved staff and future staffing needs. The current cost estimate that staff has for one cubicle is about \$2,150.00. The total cost will depend on the number of cubicles added.

### **FISCAL IMPACT**

The approved FY 2023-24 budget and proposed FY 2024-25 budget have sufficient funds to cover the tenant improvements and the purchase and installation of new cubicle furniture. The future annual lease payments will be greater than the current monthly lease because the RTC will be paying for the additional space to better meet the needs of the RTC. Office lease costs are part of the indirect cost allocation plan that the RTC prepares every year and gets approved by Caltrans to charge to all RTC's funding sources. Therefore, the cost would be spread throughout all RTC's functions, projects and funding sources and included in future budgets.

### **SUMMARY**

To address the office space needs for current and future RTC staff, staff recommends that the Commission authorize the Executive Director to finalize negotiations for a two-year extension of the current lease agreement with 1101 Pacific, LLC to include additional space to accommodate additional staff to address the increasing workload. Staff also recommends authorization for tenant improvements at a maximum cost of \$30,000 for a larger conference room in the additional lease space just outside of the current RTC office suite to free up current conference room space for additional cubicles.

**Attachments:**

**Attachment 1:** Draft proposed office lease amendment and tenant improvements estimate.

**AMENDMENT NUMBER TWO TO LEASE**

THIS AMENDMENT TO LEASE, dated this sixth (6<sup>th</sup>) day of March 2024, is intended to modify that certain Lease Agreement dated March 22, 2021, between 1101 PACIFIC, LLC, Lessor, and SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION, Lessee, for the approximately 5,842 rentable square foot premises located in Suite 250, situated at 1101 Pacific Avenue, Santa Cruz, California, 95060. This Amendment to Lease is made on the basis of the following facts, intentions and understandings:

- A. Said Lease commenced on May 1, 2021 and is set to expire on August 31, 2027.
- B. Said Lease was amended a first time to grant a new term commencing September 1, 2021, and set to expire on September 30, 2027, while also performing a TI Project to the existing premises.

NOW THEREFORE, IN CONSIDERATION OF the promises and covenants contained herein, and other good and valuable consideration, the adequacy, sufficiency and receipt of which is acknowledged, the parties agree that the original Lease Agreement and all of its attachments are hereby modified as follows:

1. **ADDITIONAL PREMISES:** Lessor shall grant to Lessee use of an Additional Premises of approximately one thousand two hundred and twenty-one rentable square feet (1,221 rsf) located on the same floor as the existing Premises and as further defined on Exhibit A – Space Plan. There is no separate address for the Additional Premises and it shall be commonly known as Suite 250 Satellite Conference Room.
2. **TERM:** Lessor shall grant to Lessee a firm Term of five (5) years and six (6) months commencing April 1, 2024 and now set to expire on September 30, 2029.
3. **BASE RENT:** The Base Rent for the Term commencing April 1, 2024 shall be paid in accordance with the following schedule.

April 1, 2024 – September 30, 2024  
Years 1, 2, 3, 4, & 5

\$9,958.83 per month + est. monthly NNN  
Commencing October 1, 2024 and upon each anniversary of said commencement date thereafter the Base Rent shall increase at a fixed rate of three percent (3%) per annum.

4. **IMPROVEMENTS:** Lessor shall furnish and install all of the improvements as described in the attached Work Letter "Exhibit B. Lessee understands that they are financially responsible for all work and will be required to reimburse Lessor in accordance with the requirements of Paragraph 4 of this agreement.
5. **REIMBURSEMENT:** Lessor has provided Lessee with the attached Project Proposal 'Exhibit C' which provides that the total estimated cost of the work is \$26,705.70 ("Project Estimate"). Lessee agrees to reimburse Lessor for all costs up to the Project Estimate. If Lessor determines that actual costs will exceed the Project Estimate, Lessor must notify Lessee in writing and seek approval of such additional costs prior to incurring any expenses in excess of the Project Estimate. Upon delivery of invoice Lessee agrees to provide payment for fifty percent (50%) of the proposed cost prior to commencement of the work. The remaining cost of the project shall be reconciled upon completion and Lessee shall reimburse for the full expense upon delivery of invoice. The Project Estimate includes a five percent (5%) management fee on top of the total cost of the project for services provided.
6. **CHANGE ORDERS:** Any change orders affecting the improvements described in Exhibit B must be approved in writing by Lessee's Project Manager prior to commencing any work or incurring any costs associated with said change orders.



Except as expressly modified by this Amendment To Lease, all of the terms and provisions of the original Lease Agreement dated March 22, 2021, as amended, and all of its attachments, shall remain in full force and effect.

**LESSOR**

1101 PACIFIC, LLC,  
a California limited liability company

By: CANFIELD, LAUREL, & PACIFIC, LP  
a California limited partnership

By: BARRON RANCHES, Inc  
a California corporation  
it's general partner

\_\_\_\_\_  
By: Martin C. Menne  
Title: Executive Vice President

Date: \_\_\_\_\_

**LESSEE**

SANTA CRUZ COUNTY REGIONAL  
TRANSPORTATION COMMISSION,

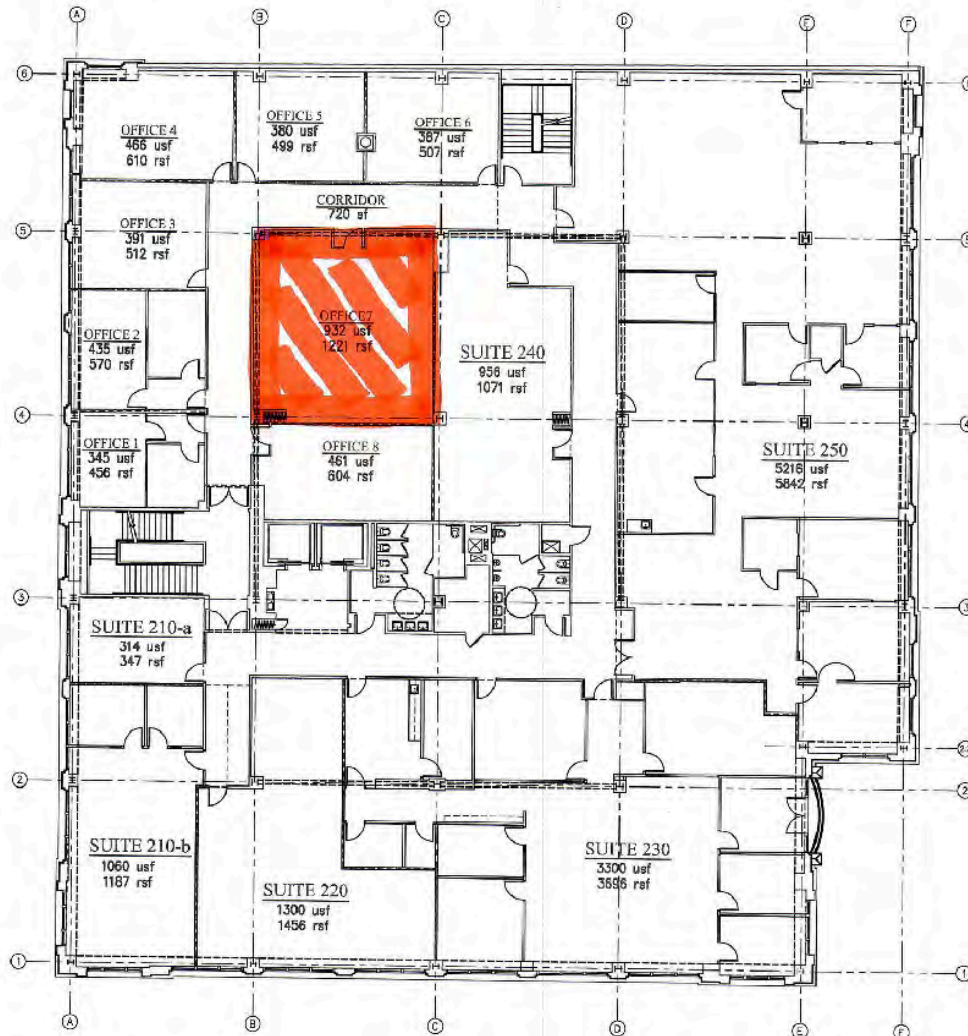
\_\_\_\_\_  
By:  
Title:

Date: \_\_\_\_\_

\_\_\_\_\_  
By:  
Title:

Date: \_\_\_\_\_

**EXHIBIT A**  
**SPACE PLAN**  
**SUITE 250 SATELLITE CONFERENCE ROOM**



**SECOND FLOOR PLAN**

UNIVERSITY TOWN CENTER, SANTA CRUZ

GRAPHIC SCALE:  
0 5' 10' 20'

DATE: AUGUST 31, 2015

**EXHIBIT B  
WORK LETTER**

Improvements. Lessor, at Lessor's sole cost and expense, agrees to furnish or perform those items of construction and those improvements (the "Improvements") as set forth in Paragraphs (a) through (j) below; provided, however, Lessee shall pay for the cost of any change orders or upgrades that may be approved by the parties.

- a) Demolition & New Construction. Demolition of walls to frame out one (1) new set of double doors and one (1) window for the new conference room.
- b) Doors & Windows. Furnish and installation one (1) set of new double doors with full light for the new conference room. Furnish and supply one (1) fire rated window to match existing interior hallway windows. Furnish and install new door hardware for conference room double doors including entry code keypad in same fashion as suite 250.
- c) Electrical. Relocate receptacles in the new conference room to accommodate double doors and window. Furnish and installation of new 4ft LED light bulbs for the new conference room. No additional work shall be required.
- d) Flooring. Furnish and installation of building standard flooring as required throughout the new conference room in mutually agreed material, color, and fashion.
- e) Paint. Furnish and installation of new building standard paint throughout the new conference room in mutually agreed color and fashion. Furnish and installation of building standard paint throughout common area hallways as needed due to construction.
- f) Ceiling. Patch and repair T-bar ceiling as required due to demolition. Replace ceiling tiles as needed. No additional work shall be required.
- g) Mechanical. All mechanical and related equipment to remain as-is. No additional work shall be required.
- h) Plumbing. All plumbing and related equipment shall remain as-is. No additional work shall be required.
- i) Telephone/Data. No work shall be required.
- j) Furniture Fixtures and Equipment. No work shall be required.
- k) No Additional Work. Except as referred to above, no additional improvement work shall be required to be performed by Lessor. In the event that Lessee requests a change order during the course of construction, Lessor agrees not to unreasonably withhold consent to such change order, provided that Lessee agrees to pay for cost of such change order. Notwithstanding the foregoing, Lessor shall be responsible for any maintenance, repair or replacement obligations of Lessor under the Lease, as amended by this Amendment.

Construction Representatives.

Lessor hereby designates Renee Culver as its construction representative. [cell: (831) 331-1056 ; email: renee@mcmdiversified.com ]

Lessee hereby designates \_\_\_\_\_ as its construction representative [cell: \_\_\_\_\_; email: \_\_\_\_\_]

**EXHIBIT C**  
**PROJECT COST ESTIMATE**

PROJECT: RTC TI 2024	1101 Pacific Ave suite 250						
-------------------------	-------------------------------	--	--	--	--	--	--

	1121	sq ft					
		QTY	UNITS	BASE BUDGET	PROPOSED	ACTUAL	NOTES
GENERAL CONDITIONS							
	Pre-Const. Services	1	WKS				Design Phase, Submittal Package, Permit (Excluded)
	Project Mgmt & Admin	2	WKS				Project Manager (Excluded)
	Superintendent	2	WKS				Onsite Supervision (Excluded)
	Mobile Air Time	2	WKS				(Excluded)
	Project Close-Out	1	EA				(Excluded)
Demo /construction							
Conference room window	*Demo wall openings for (1)new window and reframe as needed to fit (1) new 3/0x3/0 windows. Repair drywall as needed leave ready for paint. (By others) *Supply and install (1) 3/0x3/0 hollow metal window frames. *Supply and install(1) pieces of fire rated clear wire glass at window frames.				\$1,838.00		
Conference room double doors	*Demo opening for new 6/0x7/0 door.*Reframe and refinish wall as needed for new door. *Supply and install (1) fire rated 6/0x7/0 hollow metal primed frame. *Supply and install (2) 3/0x7/0 fire rated primed doors with 24"x66" full lite vision fire glass kits. *Supply and install (1) door coordinator. *Supply and install (2) door closers. *Supply and install (2) auto flush bolts. *Supply and install (1) ALX Schlage office lever set. *Supply and install S88 Pemko smoke seal. *Supply and install (2) dome stops. *Supply and install (1) T astragal *Supply and install(6) 4.5" door hinges. *Clean up and disposal of debris *Excludes electrical work. *Excludes paint.				\$8,585.00		
	Entry code keypad for new conference room doors				\$1,000.00		
FINISHES							
	Paint walls in conference room and reception area	1121	sf		\$3,363.00		
	Paint hallway to match existing around new window and doors				\$1,500.00		

	Supply and install new commercial grade carpet tiles throughout conference room				\$6,148.00		
	Install new retrofit LED light bulbs in conference room				\$500.00		
Mechanical/electrical							
	Reconfiguration of existing electrical to accommodate new conference room doors and window				\$2,500.00		
SOFT COSTS							
	Title 24						
	Fire district fees						
	Mechanical and electrical engineering						
	Architect drawings						
	Permits						
<b>SUBTOTAL</b>					<b>\$25,434.00</b>	<b>\$0.00</b>	
	MGMT FEE	5%			\$1,271.70	\$0.00	
			<b>TOTAL</b>		<b>\$26,705.70</b>	<b>\$0.00</b>	

**TO:** Regional Transportation Commission

**DATE:** April 4, 2024

**FROM:** Mitch Weiss, Interim Executive Director

**RE: ITEM 16 - Monthly Meeting Schedule**

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The monthly meeting schedule is presented to the Commission to inform the Commission and the public of upcoming Commission, Committee, and Advisory Committee meetings. The meetings are open to the public. Information needed to attend the meetings can be found on the first page of the meeting agenda. Agendas for the meetings will be posted to its appropriate webpage five to seven days prior to the meetings.

- Commission Meetings:  
<https://sccrtc.org/meetings/regional-transportation-commission/agendas/>
- Budget and Administration/Personnel Committee:  
<https://sccrtc.org/meetings/budget-administration-personnel-committee/agendas/>
- Bicycle Advisory Committee:  
<https://sccrtc.org/meetings/bicycle-advisory-committee/>
- Elderly and Disabled Transportation Advisory Committee:  
<https://sccrtc.org/meetings/elderly-disabled/agendas/>
- Interagency Technical Advisory Committee:  
<https://sccrtc.org/meetings/inter-agency/agendas/>
- Traffic Operations System/SAFE on 17:  
<https://sccrtc.org/meetings/traffic-operations-system-safe-on-17/>
- Measure D Taxpayer Oversight Committee:  
<https://sccrtc.org/meetings/measure-d-taxpayer-oversight-committee/>

### Three Month Meeting Schedule

[www.sccrtc.org/meetings/](http://www.sccrtc.org/meetings/)

**RTC 4/4/2024**

April 2024 - June 2024

*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
04/04/24	Thu	Regional Transportation Commission	9:00am	County BOS
04/08/24	Mon	Bicycle Advisory Committee <b>*Note new time*</b>	5:30pm	RTC Office
04/09/24	Tue	Elderly & Disabled Transportation Advisory Committee <b>*Cancelled*</b>	1:30pm	RTC Office
04/18/24	Thu	Transportation Policy Workshop	9:00am	TBD
04/18/24	Thu	Interagency Technical Advisory Committee	1:30pm	RTC Office
TBD	TBD	Measure D Taxpayer Oversight Committee	TBD	RTC Office
05/02/24	Thu	Regional Transportation Commission	9:00am	Capitola
05/13/24	Mon	Bicycle Advisory Committee	5:30pm	TBD
05/14/24	Tue	Elderly & Disabled Transportation Advisory Committee	1:30pm	RTC Office
05/16/24	Thu	Transportation Policy Workshop	9:00am	TBD
05/16/24	Thu	Interagency Technical Advisory Committee	1:30pm	RTC Office
06/06/24	Thu	Regional Transportation Commission	9:00am	Watsonville
06/10/24	Mon	Bicycle Advisory Committee	5:30pm	TBD
06/11/24	Tue	Elderly & Disabled Transportation Advisory Committee	1:30pm	RTC Office
06/20/24	Thu	Transportation Policy Workshop	9:00am	TBD
06/20/24	Thu	Interagency Technical Advisory Committee	1:30pm	RTC Office

- County BOS – 701 Ocean St., 5<sup>th</sup> Floor, Room 525, Santa Cruz, CA
- RTC Office – 1101 Pacific Ave., Suite 250, Santa Cruz, CA
- Capitola – 420 Capitola Ave., Capitola, CA
- Watsonville – 275 Main St. #400, Watsonville, CA



**TO:** Regional Transportation Commission

**DATE:** April 4, 2024

**FROM:** Mitch Weiss, Interim Executive Director

**RE:** **ITEM 17 - Correspondence Log**

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The Correspondence Log is included in the meeting packet to inform the Commission of the comments from members of the public on matters within its jurisdiction. The correspondence log and the accompanying Full Comments (linked in the upper right-hand corner of the first page of the log) demonstrate the value the Commission places on transparency and responsiveness.

## Correspondence Log (2/26/2024-3/25/2024)

## 4/4/2024 RTC Meeting

TO							From			Link to Full Comments
Date Letter Rec'd/Sent	Type	Incoming/Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
02/27/24	Email	Incoming	pending	Riley	Gerbrandt	SCCRTC	Taj	Dufour	Soquel Creek Water District	RE: Unauthorized water discharge letter - checking in based on recent correspondence to see if this has been resolved
02/27/24	Email	Incoming	K. Corwin 2.27.2024	Krista	Corwin	SCCRTC	Jean	Brocklebank	Resident	Request for information to log into the Zoom meeting on March 7
02/27/24	Email	Incoming	J.Thompson 2.28.2024	Jason	Thompson	SCCRTC	Rebecca	Downing	Resident	Request for update on vegetation management scope of work notice for the rail line
02/26/24	Email	Incoming	RTC Staff 2.28.2024	Amy	Naranjo	SCCRTC	Rick	Longinotti	Campaign for Sustainable Transportation	Comments on 2050 RTP Goals
02/28/24	Email	Incoming	G.Blakeslee 2.28.2024	Grace	Blakeslee	SCCRTC	Jennifer	Morrow	Morrow Trenchless	Request for plan holders list for Monterey Bay Sanctuary Segment 5
02/28/24	Email	Incoming	B.Goodman 2.28.2024	Brianna	Goodman	SCCRTC	Michelle	Macer	TJKM	Proposal for RFP 2188: Rural Highways Safety Plan
02/28/24	Email	Incoming	B.Goodman 2.28.2024	Brianna	Goodman	SCCRTC	Steve	Davis	Fehr & Peers	Proposal for RFP 2188: Rural Highways Safety Plan
02/28/24	Email	Incoming	B.Goodman 2.28.2024	Brianna	Goodman	SCCRTC	Fred	Minagar	Minagar Inc.	Proposal for RFP 2188: Rural Highways Safety Plan
02/28/24	Email	Incoming	S.Munz 3.4.2024	Shannon	Munz	SCCRTC	Astro	Quake	Resident	Rail trail extension - is there a way to add Monterey to the Santa Cruz Rail Trail?
02/28/24	Email	Incoming	RTC Staff 3.1.2024	Riley	Gerbrandt	SCCRTC	Johanna	Lighthill	Resident	Purpose and Needs Statement of the ZEPRT Project - Comments

# Correspondence Log (2/26/2024-3/25/2024)

# 4/4/2024 RTC Meeting

TO							From			
Date Letter Rec'd/Sent	Type	Incoming/Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
02/28/24	Email	Incoming	RTC Staff 2.29.2024	Tommy	Travers	SCCRTC	Stephen	Svete	Bike Santa Cruz County	Reply to Constant Contact re: Bicycle Advisory Committee meeting announcement: Does Bike Santa Cruz County have representation on this body?
03/01/24	Letter	Incoming	RTC Staff 3.1.2024	Riley	Gerbrandt	SCCRTC	Aaron	Heirshberg	Filanc Construction	Acknowledgment of unauthorized water discharge and payment of right of entry fee by check.
03/04/24	Email	Incoming	RTC Staff 3.4.2024	Tracy	New	SCCRTC	Andy	Yost	AwenARC	Unsolicited proposal re: GASB 75 reporting
03/04/24	Email	Incoming	RTC Staff 3.4.2024	Jason	Thompson	SCCRTC	Louis	Rose	Resident	Thank you RTC for acting quickly to save our home from leaning tree
03/01/24	Email	Incoming	R.Gerbrandt 3.20.2024	Riley	Gerbrandt	SCCRTC	Johanna	Lighthill	Resident	Questions re: ZEPRT and Quiet Zones
02/28/24	Email	Incoming	S.Britt 3.4.2024	Amanda	Marino	SCCRTC	Kristal	Caballero	CORE Consultants	Questions re: presenting the CORE Results Menu Indicators for the "Thriving Families CORE Condition
02/28/24	Email	Incoming	S.Munz 3.4.2024	Shannon	Munz	SCCRTC	Astro	Quake	Resident	Questions re: rail trail extension to Monterey
03/04/24	Letter	Outgoing	n/a	Robert	Rivas	California Assembly	Mitch	Weiss	Central Coast Coalition	RE: Thank you for appointing Commissioner Tiffany
03/04/24	Letter	Outgoing	n/a	Bob	Tiffany	California Transportation Commission	Mitch	Weiss	Central Coast Coalition	RE: Congratulations on your Appointment to the CTC
03/05/24	Email	Incoming	RTC Staff 3.5.2024	RTC		SCCRTC	Tom	Massey	Potential resident	I am considering moving to your area. What are the exact plans for this rail line?
03/04/24	Email	Incoming	RTC Staff 3.5.2024	Grace	Blakeslee	SCCRTC	Christoper	Parry	Resident	Re: Mobile Home Park - I want the RTC to build the Interim trail for Segment 10

**Correspondence Log (2/26/2024-3/25/2024)****4/4/2024 RTC Meeting**

TO							From			
Date Letter Rec'd/Sent	Type	Incoming/Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
03/04/24	Email	Incoming	RTC Staff 3.5.2024	Grace	Blakeslee	SCCRTC	Edwin	Pitts	Resident	Re: Mobile Home Park - Rail/Trail Encroachment
1/23/2024 (carry-over)	Email	Incoming	S.Munz 3.4.2024	Shannon	Munz	SCCRTC	Kurt	Rosenberger	Resident	What is the difference between Auxiliary lanes and Bus-on-Shoulder?
03/04/24	Email	Incoming	RTC Staff 3.4.2024	RTC		SCCRTC	Michael	Lewis	Resident	Is the Final EIR for Segments 10 & 11 available to the public before the March 26 meeting, and if so, where can I find it?
03/05/24	Email	Outgoing	n/a	Carisa	Berkeley	FEMA	Riley	Gerbrandt	SCCRTC	RE: Response to FEMA Request for Information RFI-PRJ-98372, 468DR-CA Project #711869 issued February 21, 2024 CalOES ID: 087-91065, FEMA ID: 087-UJZ96-00
03/04/24	Email	Incoming	G.Blakeslee 3.25.2024	Grace	Blakeslee	SCCRTC	Johanna	Lighthill	Resident	Questions re: proposed Ultimate Trail and Class I trail State and Federal trail planning guides
03/07/24	Letter	Outgoing	P.Prooski 3/7/2024	Patrick	Prooski	Union Pacific Railroad	Riley	Gerbrandt	SCCRTC	Re: Structures As-built Record Drawing Request for historical MP 100.46, and terminating at Santa Cruz, historical MP 120.65, of the SPRR Santa Cruz Branch Line
03/06/24	Email	Incoming	n/a	RTC		SCCRTC	Debbie	Bulger	Mission: Pedestrian	CC'ed on communication in response to an inquiry about the Laurel Street striping plan for the city of Santa Cruz.
03/06/24	Email	Incoming	RTC Staff 3.6.2024	RTC		SCCRTC	Amber	Krekorian	De Camera Management, Inc	Request for updates regarding the construction schedule of the Capitola Avenue overcrossing
03/08/24	Contact us form	Incoming	S.Munz 3.8.2024	Shannon	Munz	SCCRTC	Stephanie	Tran	Resident	Construction noise on HWY 1 at McGregor and Mar Vista
02/15/24	Email	Incoming	S.Munz 3.11.2024	Sarah	Christensen	SCCRTC	Susan	Pearlman	County of Santa Cruz	RE: Security design for Chanticleer Bike/Ped Overcrossing
03/10/24	Email	Incoming	S.Munz 3.20.2024	Shannon	Munz	SCCRTC	Marla	Sanchez	Campbell Union School District	Can you provide information that explains why the Capitola Rd bride project will take 14 months?
03/09/24	Email	Incoming	pending	Sarah	Christensen	SCCRTC	Bradley	Dunbaugh	Resident	Question regarding bikes and the closure of the Capiitola Ave overcrossing

**Correspondence Log (2/26/2024-3/25/2024)****4/4/2024 RTC Meeting**

TO							From			
Date Letter Rec'd/Sent	Type	Incoming/Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
03/12/24	Email	Incoming	RTC Staff 3.12.2024	Tommy	Travers	SCCRTC	Neil	Schaefer	Resident	In support of the creation of a bike lane or bike path from Scotts Valley to Santa Cruz. Also, Bean Creek Rd repairs
03/12/24	Email	Incoming	RTC Staff 3.13.2024	Brian	Zamora	SCCRTC	Steve	Miller	Resident	Feedback regarding Capitola Ave closure detour signs (request for signage on Soquel Ave West to Capitola Ave South)
03/18/24	Email	Outgoing	n/a	Lisa	Murphy	City of Santa Cruz	Kristen	Brown	SCCRTC	Letters in support of Murray Street Bridge Seismic Retrofit & Barrer Rail Project
03/19/24	Email	Incoming	pending	Riley	Gerbrandt	SCCRTC	Kevin	Maguire	Resident	Questions about the Zero Emission Passenger Rail & Trail project
03/19/24	Email	Incoming	pending	Shannon	Munz	SCCRTC	Benjamin	Giessow	Resident	Questions about replacing the curb ramp - Chanticleer pedestrian bridge over highway 1
03/16/24	Email	Incoming	C.Convisser 3.22.2024	Yesenia	Parra	SCCRTC	Katrina	Rogers	Resident	Public Records Request re: Eucalyptus trees in Seacliff
03/25/24	Email	Incoming	RTC Staff 3.25.2024	Grace	Blakeslee	SCCRTC	Frank	Rimicci	Resident	Comments on Ultimate trail VS. Interim trail
03/14/24	Email	Incoming	Y.Parra 3.14.2024	Yesenia	Parra	SCCRTC	Michael	Lewis	Santa Cruz Online	Comments on new website calendar display on the homepage

**AGENDA:** April 4, 2024

**TO:** Regional Transportation Commission

**FROM:** RTC Staff

**RE:** Caltrans Report

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## **RECOMMENDATIONS**

Staff recommends that the Regional Transportation Commission (RTC):

1. Receive a verbal update from the Caltrans District 5 Director or their designee;
2. Receive the monthly project report generated by Caltrans on their active projects within Santa Cruz County; and
3. Receive the Caltrans District Bi-Annual Project List for Santa Cruz County; and
4. Provide input to Caltrans and staff about projects on the state highway system.

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## **BACKGROUND**

Caltrans provides regular updates on state highway projects in Santa Cruz County. This includes the monthly listing of active projects, including information on the project description, schedule and cost, and project manager, construction contractor (as applicable) provided for each RTC meeting.

## **DISCUSSION**

The Caltrans monthly project report (Attachment 1) includes updates on projects in construction or under development. Changes since the last project update are shown in bold-face font. Each project location is listed by route and postmile, which can be found using the Caltrans postmile services website query tool: <https://postmile.dot.ca.gov>. The majority of these projects are funded through the State Highway Operation and Protection Program (SHOPP). The types of projects range from storm damage repairs, pavement preservation, drainage upgrades, bridge rehabilitation or replacement, and safety upgrades. Resources for general Caltrans inquiries can be found at the end of the monthly report.

In addition to the monthly report, Caltrans District 5 provides a bi-annual report ([Attachment 2](#)) on the status of SHOPP programming and project initiation documents (PID) currently in progress in Santa Cruz County. These include projects proposed for programming in the 2024 SHOPP and future PID projects identified in the [10-Year SHOPP Plan](#), and Non-SHOPP projects that Caltrans integrates into its 3-year workplan (including major projects identified by local jurisdictions). RTC and Caltrans staff regularly meet to discuss projects and share information with the RTC's Interagency Technical Advisory Committee (ITAC). Staff and local agencies provide input on scope and opportunities to coordinate or integrate other planned local active transportation, transit, and road projects into Caltrans projects.

## **FISCAL IMPACT**

There are no fiscal impacts associated with receiving a report generated by Caltrans on their active projects within Santa Cruz County.

## **ATTACHMENTS**

1. Caltrans Project Update Report
2. Caltrans Bi-Annual Packet

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## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:  
April 4, 2024

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 three tables of projects displayed:

1. "Projects in Construction" (Milestone range: Construction Contract Approval to Construction Contract Acceptance);
2. "Projects in Development" (project phases "Project Initiation Document" (PID), "Project Approval & Environmental Documents" (PA&ED), "Plans, Specifications, & Estimates" (PS&E), and "Right of Way" (RW));
3. Highway Maintenance (HM) Program Pavement Projects.

The Right of Way phase often overlaps with the Plans, Specifications, & Estimates (PS&E) phase. Oversight Projects are included below when Caltrans is the Lead Agency for a given phase. Generally, updates since the last publication of the project update list are in bold type. 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	Construction Capital Cost, Total Project Cost, Fund Source	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	C Cap: \$3.3 million  Total: \$4.8 million  010 Safety Funds	Terry Thompson	Central Striping Service, Inc.	Project is in construction.
	Auxiliary Lanes & BOS from State Park Dr to Bay/Porter  0C733	State Route: 1  PM: 10.4 – 13.3	Construct auxiliary lanes between State Park Dr & Bay/Porter interchanges. Construct Bus-on-shoulder elements. Reconstruct the Capitola Ave overcrossing.	July 2023 – September 2028	C Cap: \$82.3 million  Total: \$94.1 million  SCCRTC Project-Caltrans Lead for Construction	Madilyn Jacobsen	Granite Construction Company	Regular project updates are being published as News Releases through Caltrans' Public Information Office and SCCRTC's constant contact list. Both publications use identical information.





## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:  
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### Projects in CONSTRUCTION

	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Timeline	Construction Capital Cost, Total Project Cost, Fund Source	Project Manager	Contractor	Comments & Updates to Commissioners
C3	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 – February 2024	C Cap: \$1.4 million Total: \$6.6 million SHOPP- Bridge	Chad Stoehr	Granite Construction Company	Construction completed in December 2023. This project is now in Closeout and will be removed from the next publication of this list.
C4	Aux Lanes & BOS 41 <sup>st</sup> 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	C Cap: \$28.1 million Total: \$35.2 million SCCRTC Project- Caltrans Lead for Construction	Madilyn Jacobsen	Granite Construction Company	Regular project updates are being published as News Releases through Caltrans' Public Information Office and SCCRTC's constant contact list. Both publications use identical information.
C5	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 - August 2024	C Cap: \$8.1 million Total: \$13 million SHOPP- Drainage	Chad Stoehr	Serafix Engineering	Construction is ongoing.



## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

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### Projects in CONSTRUCTION

	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Timeline	Construction Capital Cost, Total Project Cost, Fund Source	Project Manager	Contractor	Comments & Updates to Commissioners
C6	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	C Cap: \$11.6 million  Total: \$20 million  SHOPP- Major Damage	Doug Hessing	Gordon N. Ball, Inc.	Construction is targeted to be complete by early April 2024 pending final punchlist items. The project's construction timeline includes a 1-year plant establishment period once build activities are complete.
C7	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 - March 2024	C Cap: \$3.6 million  Total: \$7.6 million  SHOPP- Major Damage	Doug Hessing	Gordon N. Ball, Inc.	The primary construction activities have been completed. The one-year Plant Establishment, which began in March 2023, is ongoing.



## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

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### Projects in CONSTRUCTION

	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Timeline	Construction Capital Cost, Total Project Cost, Fund Source	Project Manager	Contractor	Comments & Updates to Commissioners
C8	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	September 2023 – October 2024	C Cap: \$6.9 million Total: \$8.6 million 010 Safety Fund	Chad Stoehr	Graniterock Construction	The construction contract with Graniterock Construction was approved on 9/07/2023. Construction was suspended due to ambient and humidity conditions over winter, but anticipated start in spring 2024. Please watch for construction updates published through Caltrans social media outlets and official News Releases.
C9	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 – February 2024	C Cap: \$4.3 million Total: \$7.4 million SHOPP- Major Damage	Chad Stoehr	Gordon N. Ball, INC	Construction completion delayed due to limited availability of friction asphalt. Completion now anticipated Spring 2024.



## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:  
April 4, 2024

### Projects in CONSTRUCTION

	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Timeline	Construction Capital Cost, Total Project Cost, Fund Source	Project Manager	Contractor	Comments & Updates to Commissioners
C10	Holohan Rd Intersection Improvement 0T770	State Route: 152 PM: 1.85 to 2.15	Intersection improvements including: intersection widening to incorporate sidewalks, curbs, gutters, bike lanes and enhanced lane configuration; traffic signal replacement; 4 new crosswalks; modified drainage.	March 2024 – July 2024	County of Santa Cruz encroachment permit project  Caltrans contribution through Minor A funds	Madilyn Jacobsen	Precision Grade, Inc.	Project construction is now underway. Please check Quickmaps and Caltrans News Releases for traffic conditions through the project site.
C11	Heartwood Hill Embankment Restoration 1M450	State Route: 236 PM: 5.4	Restore Embankment with a Retaining Wall	February 2023 – December 2023	C Cap: \$2.5 million  Total: \$4.9 million  SHOPP- Major Damage	Doug Hessing	GORDON N. BALL, INC	Construction is now complete. This project is in Closeout. This project will be removed from the next publication of this report.

Please continue to the next page for Projects in Development



## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Construction Capital Cost, Total Project Cost, Fund Source	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: From 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. Construct a fiber hub location.	Summer 2024 – Fall 2025	California Department of Technology project & funds  Caltrans assistance with implementation	Genaro Diaz	PS&E/RW	<p>Much of this project is still fluid as it is based on directive and funds from the Office of the Governor.</p> <p>This project is planned to install conduit &amp; fiber lines in the roadway shoulder or outer lanes along Highway 17. Once Construction begins, please keep aware of any Caltrans News Releases describing related lane closures during the installation process.</p>
D2	SR-17 Pavement Maintenance Treatment 1R450	State Route: 1, 17, 152  PM: 0.15 to 0.55 NB lanes; VAR	Install Non-Rubberized Open Grade Friction Coarse pavement for enhanced vehicle to roadway grip	Fall 2026 – Fall 2027	C Cap: \$895,000  Total: \$1.8 million  Minor A Program	Chad Stoehr	PA&ED	<p>As this project begins activities related to the environmental phase, it will consider the addition of 3 other locations for adding high-friction pavement treatments: one location within the Hwy 1 / 17 interchange and two locations on Hwy 152. Construction is targeted for FY 2026-27.</p>



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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Construction Capital Cost, Total Project Cost, Fund Source	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D3	Pajaro Flood Management Bridges 1Q980	State Routes: 129 & 152  PMs: 1.841 & 2.028	Raise levees along the Pajaro River and Salsipuedes Creek and raise & replace the SR-152 (36-0001) and SR-129 (36-0034) bridges over Salsipuedes Creek.	Winter 2027-28 – Winter 2029-30	Federal Funds  Oversight Project: Pajaro Regional Flood Management Agency	Madilyn Jacobsen	PID	The local agency is developing a Draft Project Initiation Document (PID) with a final document anticipated to be complete in Fall-Winter 2024.
D4	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 construct maintenance vehicle pullouts.	Fall 2024 – Spring 2025	C Cap: \$5.9 million  Total: \$12 million  SHOPP- Drainage	Madilyn Jacobsen	PS&E/RW	The project is completing Final Design, currently undergoing final review by the Caltrans Office Engineer. The project is expecting to be Ready to List in May 2024, with construction estimated to begin in Fall 2024.



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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Construction Capital Cost, Total Project Cost, Fund Source	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D5	Inside Shoulder Widening 1P180	State Route: 1 PM: R5 to 8.2	Widen existing paved inside shoulder to improve vehicle drift recovery	Winter 2024-25 – Summer 2025	C Cap: \$4.5 million Total: \$8 million 010 Safety Funds	Chad Stoehr	RS&E/RW	Ready to List (RTL), the milestone when the project will begin preparing for construction contract bidders, is targeted for May 2024.
D6	Freedom to State Aux Lanes 0C734	State Route: 1 PM: 8.1 to 10.7	Construct auxiliary lanes between State Park Dr and Freedom Blvd at ramps. Construct bus-on-shoulder facilities, bridge replacements, and the Class 1 Rail Trail	Winter 2025-26 – Spring 2028	C Cap: \$165 million Total: \$221 million SCCRTC Project-Caltrans Lead for PA&ED	Madilyn Jacobsen	PS&E/RW	The Final Environmental Document was signed in February 2024. The team is now working on the Plans, Specifications and Estimates (Design) and Right-of-Way phases.
D7	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; remove thrie Beam Barrier & Install Concrete Barrier (PM 10.38/12.9; 13.65/14.84); Roadside Safety Improvements paving at multiple ramps; Install Lighting at Interchanges and Install Count Stations	Winter 2026-27 – Summer 2027	C Cap: \$9.9 million Total: \$19.3 million SHOPP- Drainage	Chad Stoehr	PS&E	This project completed the PA&ED phase in February 2023 and is in the PS&E (Design) Phase.  *A section of this project that overlaps with the Highway 1 Auxiliary Lane projects (0C734) is expected to be combined at construction.



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Projects in DEVELOPMENT								
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D8	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.	Spring 2026 – Spring 2027	C Cap: \$1.6 million  Total: \$3.5 million  010 Safety Funds	Chad Stoehr	PS&E/RW	This project completed the PA&ED phase in June 2023 and is in the early stages of the PS&E (Design) Phase.
D9	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; enhanced crosswalks; pedestrian refuge islands; 2 new bus stop locations.	Fall 2026 – Fall 2027	C Cap: \$9.9 million  Total: \$16.8 million  SHOPP-Pavement  IJA Supplement	Madilyn Jacobsen	PA&ED	Environmental Clearance is anticipated in Spring 2024. The project team held a hybrid public meeting on December 7, 2023 to receive input on both the environmental document and on the project overall. Review and consideration of comments, and drafting of the final environmental document, is ongoing.





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Projects in DEVELOPMENT								
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D10	Scott Creek Coastal Resiliency Project 1M720	State Route: 1 PM: 31.3 to 32	Replace the existing Scott Creek Bridge with an 800-foot bridge that addresses the needs of the proposed restoration of the Scott Creek Lagoon.	Fall 2034 – Winter 2037-38	C Cap: \$110,000,000  Total: \$136,660,000  SHOPP- Bridge Health  Potentially other funding sources	Meg Henry	PA&ED	This project is conducting studies and related work as part of the Project Approval & Environmental Document (PA&ED) phase. This project is a multi-agency collaboration project.
D11	Waddell Creek Bridge Replacement 1R420	State Route: 1 PM: 36.3	Replace existing Waddell Creek Bridge to address scour at existing structure and build a new bridge that will address climate resiliency and sea level rise.	Targeted Construction Year: 2030-31	To be developed during the PID phase  SHOPP- Bridge Health	Aaron Wolfram	PID	This bridge replacement project recently began preparing its Project Initiation Report. The projects' manager and Design team will work closely with Caltrans Planning and SCCRTC staff to maintain alignment with the RTC's Coastal Resilience study.



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Projects in DEVELOPMENT								
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D12	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.	Spring 2027 – Summer 2029	C Cap: \$14.7 million Total: \$25 million SHOPP-Pavement Local Contribution pending coop agreement	Doug Hessing	PA&ED	Long lead project on schedule. Survey teams are processing their data. Environmental studies are ongoing. Caltrans and RTC are continuing discussions for adding scope to the project that would be funded by RTC's Measure D earmark funds or STIP funds to meet local priorities listed in corridor planning documents.
D13	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	Spring 2025 – Summer 2027	C Cap: \$5.8 million Total: \$17.6 million 010 Safety Funds	Doug Hessing	PS&E/RW	The project has reached the "60% Design" milestone and is now working towards the "95% Design" milestone, anticipated in Spring 2024.



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Projects in DEVELOPMENT								
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D14	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	Summer 2024 – Spring 2027	C Cap: \$7.2 million Total: \$14.4 million SHOPP- Sustainability / Climate Change	Chad Stoehr	PS&E/RW	The project continues in the Design and Right of Way phase. Project schedule has been delayed due to design issues. The project is anticipated to reach the milestone, "Ready to List", in April 2024 with construction targeted to begin in February 2025.
D15	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 two bridges on State Route 9	Summer 2024 – Summer 2027	C Cap: \$14.7 million Total: \$25.9 million SHOPP- Bridge	Doug Hessing	PS&E/RW	The project is in the Right of Way phase. Work includes utility relocation coordination, associated easement requirements, and tree trimming, removals, & mitigations as related and necessary for the larger bridge structures. This project has been delayed due to right-of-way and utility relocation complications. Efforts are underway to move the project forward. The delay time estimate is dependent on work needed from utility agencies and not yet fully established.



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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Construction Capital Cost, Total Project Cost, Fund Source	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D16	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	Summer 2026 – Summer 2028	C Cap: \$7.5 million  Total: \$12.8 million  SHOPP-Pavement	Doug Hessing	PA&ED	The PA&ED phase is nearing its end with the Project Report undergoing final review and edits. Completion of phase deliverables are anticipated to occur in Spring 2024.
D17	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	Summer 2027 – Summer 2028	C Cap: \$4.6 million  Total: \$9.5 million  SHOPP-Sustainability / Climate Change	Madilyn Jacobsen	PS&E	Circulation of the Draft Environmental Document ended on November 13, 2023. The environmental phase was completed in January 2024. The design phase (PS&E) began in March 2024.



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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Construction Capital Cost, Total Project Cost, Fund Source	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D18	SR-17 Pavement Maintenance Treatment 1R450	State Route: 1, 17, 152 PM: 0.15 to 0.55	Install Non-Rubberized Open Grade Friction Coarse pavement for enhanced vehicle to roadway grip	Fall 2026 – Fall 2027	C Cap: \$895,000 Total: \$1.8 million Minor A Program	Chad Stoehr	PA&ED	As this project begins activities related to the environmental phase, it will consider the addition of 3 other locations for adding high-friction pavement treatments: one location within the Hwy 1 / 17 interchange and two locations on Hwy 152. Construction is targeted for FY 2026-27.
D19	SR-17 Replace Culverts 1R980	State Route: 17 PM: 7.31 & 11.96	Replace 2 drainage systems currently in poor condition.	Fall 2027 – Spring 2028	C Cap: \$1.25 million Minor A Program	Aaron Wolfram	PA&ED	The Project is on schedule for approved Project Report and Environmental Document in March 2026.
D20	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	Spring 2024 – Summer 2024	C Cap: \$1.25 million Total: \$3.8 million Minor A Program- Bridge Health	Chad Stoehr	PS&E/RW	Construction work may affect one or more lanes of traffic on both Hwy. 17 and on Hwy 1. Milestone M495, Award Recommendation Completed, was achieved March 14, 2024. Project is working towards Contract Approval with an anticipated construction start date in May 2024.



## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:  
April 4, 2024

Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Construction Capital Cost, Total Project Cost, Fund Source	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D21	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	Winter 2025-26 – Fall 2026-27	C Cap: \$8.4 million Total: \$17.1 million SHOPP-Pavement	Madilyn Jacobsen	PS&E/RW	Design work is being finalized. Construction is scheduled to begin in Fiscal Year 2025-26
D22	Highway 129 Pavement Preservation Project 1R340	State Route: 129 PM: 0.56 to 9.998 (County line)	Pavement preservation (CAPM)- grind and replace pavement, refresh striping. Replace degraded culverts.	Targeted Construction Year: 2027-28	To be developed during the PID phase SHOPP-Pavement	Aaron Wolfram	PID	This pavement preservation project recently began preparing its Project Initiation Report.



## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:  
April 4, 2024

Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Construction Capital Cost, Total Project Cost, Fund Source	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D23	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 – 2033	C Cap: \$28.3 million  Total: \$44.7 million  SHOPP-Complete Streets; Pavement	Madilyn Jacobsen	PA&ED	This Project was programmed into the 2024 SHOPP at the March CTC meeting. The Project team is beginning work on the environmental and preliminary design phase where project scope will be studied.
D24	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	Winter 2026-27 – Summer 2029	C Cap: \$4.6 million  Total: \$10.1 million  010 Safety Fund	Madilyn Jacobsen	PA&ED	The Project Initiation Report (PIR) was signed in March 2023. The PID was amended into the 2022 SHOPP cycle in May 2023. Preliminary design and environmental work have begun.



## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:  
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Please continue to the next page for Highway Maintenance (HM) Program pavement projects.





## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:  
April 4, 2024

### Highway Maintenance (HM) Program Projects

HM Program is purely maintenance based and generally does not provide an opportunity for enhancing the State Highway System. This section is for informational purposes only. HM pavement projects are developed the first year and generally go to construction by the end of the second year. Construction activities are shorter-lived than typical Caltrans projects but announced via the same systems of News Releases.

	Project EA ID	State Route / Post Mile (PM)	Fiscal Year Listed	Construction Timeframe	Type of Project	Communications
HM1	1Q480	State Route: 1  PM: R5 to 10.2  From 1 mile north of Buena Vista Dr's overcrossing of Hwy. 1 to just south of the northern rail overcrossing of Hwy. 1 in Aptos, CA	2023-24	Spring/Summer 2024	Pavement	Please see News Releases and Lane Closure Reporting System for any construction activities that may impact travelers.
HM2	1P730	State Route: 9  PM: 7.5 to 10.2  From just south of El Solyo Heights Dr to just north of Middle Dr	2023-24	Spring/Summer 2024	Pavement	Please see News Releases and Lane Closure Reporting System for any construction activities that may impact travelers.



## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:  
April 4, 2024

### ACRONYMS USED IN THIS REPORT:

ADA	Americans with Disabilities Act
CC	Coastal Commission
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
HFST	High Friction Surface Treatment
PM	Postmile
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 ( <i>development of the project scope</i> )
PA&ED	Project Approval and Environmental Document ( <i>study of environmental impacts of project scope; development of a Project Report; determination of project's permit, right-of-way, and mitigation needs</i> )
PS&E	Plans, Specifications, and Estimates ( <i>the Design phase</i> )
RW	Right-of-Way
CON	Construction, as a phase title



## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:  
April 4, 2024

### -Resources-

#### Communication:

**For General Caltrans' Inquiries, or to be added to the Santa Cruz County News Release Distribution List:**

Kevin Drabinski, Public Information Officer  
[Kevin.Drabinski@dot.ca.gov](mailto:Kevin.Drabinski@dot.ca.gov)

*For Region Specific Questions:*

Paul Guirguis, Regional Planning Liaison – Santa Cruz County  
[Paul.Guirguis@dot.ca.gov](mailto:Paul.Guirguis@dot.ca.gov)

*For Project Specific Questions or Partnering Opportunities:*

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



## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:  
April 4, 2024

### 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

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>

Mobile App/Caltrans Website: "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/>

Caltrans Lane Closures Reporting System: <https://lcswebreports.dot.ca.gov/>

- Provides a 7-day look-ahead for planned lane closures
- Does not include unanticipated emergency closures (see Quickmaps for in-the-moment roadway conditions)



## PROJECT UPDATE REPORT – SANTA CRUZ COUNTY

Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:  
April 4, 2024



# FOLLOW US

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Caltrans Central Coast (District 5)

@CaltransD5

@caltrans\_d5

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805-748-1170, [Jim.Shivers@dot.ca.gov](mailto:Jim.Shivers@dot.ca.gov)

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Santa Cruz and Monterey Counties  
805-549-3138, [Kevin.Drabinski@dot.ca.gov](mailto:Kevin.Drabinski@dot.ca.gov)

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**DEPARTMENT OF TRANSPORTATION**

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[www.dot.ca.gov/dist05/](http://www.dot.ca.gov/dist05/)



*Making Conservation  
a California Way of Life.*

March 5, 2024

Mitch Weiss  
Interim Executive Director  
Santa Cruz County Regional Transportation Commission 1101 Pacific Avenue,  
Suite 250  
Santa Cruz, CA 95060

Dear Mr. Weiss

UPDATE OF THE STATE HIGHWAY OPERATION AND PROTECTION PROGRAM (SHOPP)  
FOR DISTRICT 5

The California Department of Transportation (Caltrans) District 5 is pleased to provide an update on the status of SHOPP programming and project initiation documents (PID) currently in progress in Santa Cruz County. As the steward of 50,000 lane-miles of state highways, Caltrans monitors highway conditions and performance through inspections and analysis. The SHOPP, primarily funded through the State Highway Account, underscores the state's unwavering commitment to preserving its infrastructure.

The projects outlined in this communication encompass a range of initiatives, including programmed projects in or near construction, those earmarked for future construction, projects funded by the Minor program (under \$1.25M), long-lead projects with committed but unprogrammed funding, 2024 SHOPP candidate projects proposed for programming in March 2024, the 2026 SHOPP PID, future PID projects identified in the 10-Year Plan, and Non-SHOPP projects integrated into the 3-year workplan.

We kindly request that you inform Caltrans of any new regionally or locally funded projects. Engaging in detailed discussions regarding project scope, funding, timelines, highway impacts, and coordination will not only help identify potential partnership opportunities but also assist in determining the necessity for traditional oversight or streamlined processes through our Permits Office.

As a friendly reminder, for projects to be incorporated into the Non-SHOPP PID workplan, they must be included in your Regional Transportation Plan (RTP), Caltrans's 3-year workplan, and have an executed cooperative agreement. For

any inquiries regarding Non-SHOPP projects, please reach out to Jimmy Ochoa at (805) 503-5025 or via email at jimmy.ochoa@dot.ca.gov.

### District 5 SHOPP Webviewer Tool

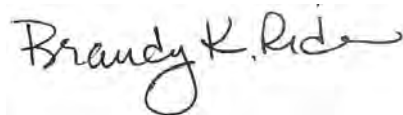
The District 5 SHOPP Webviewer tool is available to view current and future SHOPP projects from the approved SHOPP 10 Year Book that is within your region.

#### Visit

<https://caltrans.maps.arcgis.com/apps/webappviewer/index.html?id=97ceb019d16a4445acb3ae92cfaf8ca8>

Please share this information with your member agencies and have them contact the project manager for details. For more information on attachments or to schedule a presentation at a Technical Advisory Committee meeting, contact Scott Kirkish, District 5 Asset Manager, at (805) 441-3838 or [scott.kirkish@dot.ca.gov](mailto:scott.kirkish@dot.ca.gov).

Warm regards,



Brandy K. Rider  
Deputy District Director,  
Transportation Planning, Local Assistance & Environmental Stewardship  
District 5 – San Luis Obispo

Attachment

1. County projects listing

Enclosure

cc. Scott Eades, Richard Rosales, Brandy Rider, Joe Erwin, Darron Hill, David Silberberger, Orchid Monroy-Ochoa, Paul Guirguis, Heidi Borders, John Thurston, Lindsay Leichtfuss, Victor Devens, Genaro Diaz, Meg Henry, Doug Hessing, Jackson Ho, Madilyn Jacobsen, Lisa Lowerison, Chad Stoehr, Terry Thompson, Aaron Wolfram



Caltrans District 5  
Bi-Annual Project List  
Communication Booklet  
Santa Cruz County  
March 2024

2023 Ten Year Plan Edition





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District 5 planning documents, such as the District System Management Plan, and Corridor Plans are instrumental in facilitating development of conceptual projects to future programming. The identification and selection of projects, as well as establishing priority projects, rests with Caltrans and the regional planning agencies. Once a list of Non-SHOPP state sponsored projects have been identified by the districts, they are nominated and prioritized by the CSIS nomination process and receive resources to partner with their local agency and develop a Project Initiation Document (PID). Implementation of the project nomination process encourages projects to incorporate climate action, multimodal, and equity in the project scope and project development process.

Senate Bill 1 (SB 1), the Road Repair and Accountability act of 2017, is a landmark transportation investment opportunity to rebuild California by fixing local roads, freeways, and bridges in communities across California. However, SB 1 does not provide new funding for the STIP, it does stabilize the historically volatile funding source by providing the first significant, stable, and ongoing increase in state transportation funding. SB 1 provides a comprehensive and multi-modal funding set aside for highways, local streets and roads, goods movement projects, active transportation projects, and transit projects that services through a variety of formula and competitive programs. Whereas, Non-SHOPP projects have traditionally been funded by the State Transportation Improvement Program (STIP) and local funds. The funding levels for the STIP vary from year to year depending on the capacity for the Public Transportation Account (PTA) and the State Highway Account (SHA) that are generated mainly by the state excise tax on gasoline. With Caltrans making a commitment to meeting CAPTI 10 Guiding Principles, the partnership between local agencies and State will become increasingly important to sponsor and nominate future planning to programming projects.

# Caltrans District 5 Bi-Annual Project List for Santa Cruz County



## Projects In/Near Construction Phase

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
PI: 0516000079 AMT: 16590 EA: 05-1H480 PPNO: 2736	SCR_1_13.3/13.3	In Capitola, at Soquel Creek Bridge No. 36-0013. Place Rock Slope Protection (RSP) to protect bridge foundation. (201.119)	Soquel Creek Scour Protection	Implementing Agency: Caltrans Project Phase: Construction Actual RTL Date: 11/10/2021 Contract Acceptance Date: 2/29/2024	\$1,291 Award	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov
PI: 0522000017 AMT: 23333 EA: 05-1H482 PPNO: 2736X	SCR_1_13.3/13.3	In Capitola, at Soquel Creek Bridge No. 36-0013. Biological monitoring for parent project EA 1H480. (201.119)	Soquel Creek Biological Monitoring	Implementing Agency: Caltrans Project Phase: Construction only Actual RTL Date: 6/13/2023** (**CTC-Approved Allocation Time Extension) Contract Acceptance Date: 3/3/2034	\$215 Con Sup Vote	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov
PI: 0519000115 AMT: 21589 EA: 05-1M330 PPNO: 3008	SCR_1_28.9/29.5 SCR_9_1/27.09 SCR_17_0.03/11.57 SCR_129_L0.03/5.1	In Santa Cruz and San Benito Counties, on Routes 9, 1, 17, 25, 129 and 156 at various locations. Install both centerline and edge line rumble strips and re-stripe with thermoplastic stripe. (201.010) (Project in SCr and SBT Counties on various routes)	Santa Cruz & San Benito Rumble Strip & Striping Safety	Implementing Agency: Caltrans Project Phase: Construction Actual RTL Date: 12/17/2021 Contract Acceptance Date: 7/24/2024	\$2,311 Award	Terry Thompson 805-503-5013 terry.thompson@dot.ca.gov
PI: 0520000055 AMT: 22182 EA: 05-1M730 PPNO: 3025	SCR_17_3.2/11.270	In and near Scotts Valley, from 0.2 mile south of Mount Hermon Road to 0.6 mile north of Glenwood Drive. Grind pavement, place Hot Mix Asphalt (HMA), and apply High Friction Surface Treatment (HFST) and contrasting surface treatment to improve safety. This project will reduce the number and severity of collisions. (201.010)	Route 17 High Friction Surface Treatment	Implementing Agency: Caltrans Project Phase: Construction Actual RTL Date: 4/25/2023 Contract Acceptance Date: 10/1/2024	\$6,011 Award	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov
PI: 0519000153 AMT: 21770 EA: 05-1M450 PPNO: 3017	SCR_236_5.4	Near Boulder Creek, at 0.6 mile south of Lodge Road. Construct retaining wall to stabilize slope, widen shoulder, repair pavement, improve drainage systems and install erosion control. (201.131)	Heartwood Hill Embankment Restoration	Implementing Agency: Caltrans Project Phase: Construction Actual RTL Date: 8/8/2022 Contract Acceptance Date: 12/27/2024 SB-1 Funded	\$1,650 Award	Doug Hessing 805-835-6568 doug.hessing@dot.ca.gov
PI: 0512000069 AMT: 9294 EA: 05-0J200 PPNO: 1967	SCR_1_31.9/35.7	Near Davenport, from 1.4 miles north of Swanton Road to 0.6 mile south of Waddell Creek. Replace and upgrade existing Corrugated Metal Pipe (CMP) culverts with Reinforced Concrete Pipe (RCP) culverts. (201.151)	Davenport Culvert Replacement	Implementing Agency: Caltrans Project Phase: Construction Actual RTL Date: 7/26/2021 Contract Acceptance Date: 8/30/2024	\$6,695 Award	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov
PI: 0514000039 AMT: 15672 EA: 05-1F620 PPNO: 2530	SCR_152_1.9/R2.0	Near Watsonville, from 0.1 mile east of Beverly Drive to Holohan Road/College Road. Construct accessible pathway, concrete barrier, retaining wall, curb, gutter and sidewalk to meet Americans with Disabilities Act (ADA) standards. (G13 Contingency) (201.361)	Corralitos Creek ADA	Implementing Agency: Caltrans Project Phase: CON Actual RTL Date: 6/27/2022 Contract Acceptance Date: 1/4/2024	\$1,522 Award	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov
PI: 0518000117 AMT: 20869 EA: 05-1K070 PPNO: 2852	SCR_17_8.2	Near Scotts Valley, at 0.5 mile south of Sugarleaf Road. Stabilize eroded slope by grading, dewatering, and install ingwire mesh drapery system to reduce falling debris. (201.131)	Jarvis Slide Rock Fence	Implementing Agency: Caltrans Project Phase: CON Actual RTL Date: 4/27/2022 Contract Acceptance Date: 1/15/2024	\$2,752 Award	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov
PI: 0514000131 AMT: 14033 EA: 05-1G260 PPNO: 2593	SCR_17_9.1/9.9	Near Scotts Valley, from 0.4 mile south of Laurel Road to 0.5 mile north of Laurel Road. Construct wildlife undercrossing. (201.240) Local contributions to fund construction capital.	Wildlife Habitat Connectivity	Implementing Agency: Caltrans Project Phase: Construction Actual RTL Date: 2/8/2021 Contract Acceptance Date: 1/17/2024	\$2,000 Con Sup Vote	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov
PI: 0518000125 AMT: 19493 EA: 05-1K120 PPNO: 2874	SCR_9_1	In and near the city of Santa Cruz, at north of Vernon Street; also at south of Glengarry road (PM 4.0). Construct sidehill viaducts, restore roadway and facilities, provide erosion control. (201.131)	PM 1.0 and 4.0 Viaduct	Implementing Agency: Caltrans Project Phase: CON Actual RTL Date: 6/24/2022 Contract Acceptance Date: 9/17/2025	\$7,856 Award	Doug Hessing 805-835-6568 doug.hessing@dot.ca.gov
PI: 0518000126 AMT: 19496 EA: 05-1K130 PPNO: 2876	SCR_9_20.0	Near Boulder Creek, 1.1 miles south of Route 236. Construct tieback wall, restore roadway and drainage facilities, and install permanent erosion control measures. (201.131)	PM 19.97 Hairpin Tieback Route 9	Implementing Agency: Caltrans Project Phase: Construction Actual RTL Date: 1/5/2021 Contract Acceptance Date: 3/12/2024	\$3,250 Award	Doug Hessing 805-835-6568 doug.hessing@dot.ca.gov

# Caltrans District 5 Bi-Annual Project List for Santa Cruz County



## Minor A and Minor B Projects

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
PI: 0522000016 AMT: MA001321 EA: 05-1P280	SCR_1_17.02/17.02	In Santa Cruz County, in Santa Cruz, at Route 1 NB / 17 Separation (Br No. 36-0069R) Replace Damaged Bridge Girder	Separation Girder Replacement	Implementing Agency: Caltrans Project Phase: PS&E/RW Actual RTL Date: 9/22/2023 Contract Acceptance Date: 7/25/2024	\$1,250	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov
PI: 0522000004 AMT: MA001361 EA: 05-1P240	SCR_236_4.27/4.27	In Santa Cruz County, near Boulder Creek at Boulder Creek Bridge (Br No. 36-0006) Place Scour Protection	Scour Mitigation (Br No. 36-0006)	Implementing Agency: Caltrans Project Phase: PA&ED Target RTL Date: 8/21/2025 Contract Acceptance Date: 8/10/2027	\$1,250	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov
PI: 0523000295 AMT: MA2271 EA: 05-1R450	SCR_17_0.15/0.55	In Santa Cruz County in Pasatiempo on SR 17 from PM 0.15 to PM 0.55. Install Non-Ruberized Open Grade Friction Coarse	SR17 Pavement Maintenance Treatment	Implementing Agency: Caltrans Project Phase: PA&ED Target RTL Date: 03/09/2026 Contract Acceptance Date: 09/17/2027	\$1,000	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov
PI: 0524000144 AMT: TBD EA: 05-1R980	SCR_17_7.31/11.96	In Santa Cruz County near Glenwood. Rehabilitate and restore functionality of the poor condition drainage systems. Replace Culvert at PM 7.31 Drainage System ID No. 360170000731 (Nodes 2-1), and PM 11.96 Drainage System ID No. 360144001196 (Nodes 4-3-2-1).	SCR-17-Replace Culverts	Implementing Agency: Caltrans Project Phase: PA&ED Target RTL Date: 03/25/2027 Contract Acceptance Date: 02/29/2028	\$1,250	Aaron Wolfram 805-858-8451 aaron.wolfram@dot.ca.gov
PI: 0522000123 AMT: EA: 05-1P900	SCR_17_2.0/2.23	In Santa Cruz County near Santa Cruz at 2 miles north of route 1	SCR 17 HFST	Implementing Agency: Caltrans Project Phase: Construction Target RTL Date: 2/3/2023 Contract Acceptance Date: 6/30/2024	\$412	Berkeley Lindt 805-549-3315 berkeley.lindt@dot.ca.gov
PI: 0522000125 AMT: MB001597 EA: 05-1P920	SCR_VAR	In Santa Cruz County, on various routes at various locations. Install roadside delineators.	Santa Cruz County Roadside Delineators	Implementing Agency: Caltrans Project Phase: Design Target RTL Date: 2/14/24 Contract Acceptance Date: 12/31/2024	\$388	Berkeley Lindt 805-549-3315 berkeley.lindt@dot.ca.gov
PI: 0522000130 AMT: MB001602 EA: 05-1P970	SCR_1_9.16/9.16	In Santa Cruz, on Highway 1 at Rio Del Mar. Install ramp meter and modifications.	Rio Del Mar Controller Relocation	Implementing Agency: Caltrans Project Phase: Design Target RTL Date: 2/14/24 Contract Acceptance Date: 10/30/2024	\$200	Berkeley Lindt 805-549-3315 berkeley.lindt@dot.ca.gov
PI: 0522000126 AMT: EA: 05-1P930	MON, SCR	In Santa Cruz and Monterey Counties on various routes at various locations. Modify lightnig and signals	Mon/SCR, Lighting / Signal Modifications	Implementing Agency: Caltrans Project Phase: Construction Target RTL Date: 1/31/2023 Contract Acceptance Date: 6/1/2024	\$330	Berkeley Lindt 805-549-3315 berkeley.lindt@dot.ca.gov
PI: 0523000067 AMT: MB002333 EA: 05-1Q720	MON, SCR	Modify and repair electrical systems	Modify and repair electrical systems	Implementing Agency: Caltrans Project Phase: Construction Target RTL Date: 5/26/2023 Contract Acceptance Date: 5/24/2024	\$388	Victor Devens 805-549-3406 victor.devens@dot.ca.gov
PI: 0523000121 AMT: MB002151 EA: 05-1R060	MON, SCR	In Monterey, San Benito, and Santa Cruz Counties, on various routes at various locations. Signal modification.	District Wide Ramp Meter Upgrades	Implementing Agency: Caltrans Project Phase: Design Target RTL Date: 2/14/2024 Contract Acceptance Date: 1/5/2025	\$235	Berkeley Lindt 805-549-3315 berkeley.lindt@dot.ca.gov
PI: 0522000115 AMT: EA: 05-1P820	VAR	In various counties on Route 101 place post mile markers	Route 101 Mile Post Marker Replacement	Implementing Agency: Caltrans Project Phase: Design Target RTL Date: 2/14/2024 Contract Acceptance Date: 6/1/2025	\$300	Berkeley Lindt 805-549-3315 berkeley.lindt@dot.ca.gov

# Caltrans District 5 Bi-Annual Project List for Santa Cruz County



## Projects Programmed in the Year: 2021-2022

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
PI: 0516000078 AMT: 15835 EA: 05-1H470 PPNO: 2655	SCR_9_13.61/15.5	Near Boulder Creek, at San Lorenzo River Bridge No. 36-0052 (PM 13.61) and Kings Creek Bridge No. 36-0054 (PM 15.49). Replace bridges to maintain standards of safety and reliability. (201.110)	San Lorenzo River Bridge & Kings Creek Bridge Replacement	SB-1 Funded Implementing Agency: Caltrans Project Phase: PS&E/RW Target RTL Date: 1/19/2024** (**CTC-Approved Allocation Time Extension) Contract Acceptance Date: 6/25/2027	\$14,665	Doug Hessing 805-835-6568 doug.hessing@dot.ca.gov



## Projects Programmed in the Year: 2022-2023

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
PI: 0521000112 AMT: 23330 EA: 05-1H481 PPNO: 2736Y	SCR_1_13.3/13.3	In Capitola, at Soquel Creek Bridge No. 36-0013. Landscape and plant establishment for parent project EA 1H480. (201.119)	Soquel Creek Landscape Planting	Implementing Agency: Caltrans Project Phase: PS&E Actual RTL Date: 5/18/2023** (**CTC-Approved Allocation Time Extension) Contract Acceptance Date: 10/7/2027	\$300	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov
PI: 0522000010 AMT: 22942 EA: 05-0J201 PPNO: 1967X	SCR_1_31.9/35.7	Near Davenport, from 1.4 miles north of Swanton Road to 0.6 mile south of Waddell Creek. Environmental mitigation biological monitoring for project EA 0J200. (201.151)	Davenport Culvert Replacement Biological Monitoring	Implementing Agency: Caltrans Project Phase: Construction only Actual RTL Date: 7/26/2021** (**CTC-Approved Allocation Time Extension) Contract Acceptance Date: 6/17/2031	\$100 Con Sup	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov
PI: 0516000005 AMT: 13752 EA: 05-1G950 PPNO: 2627	SCR_9_8.5/25.5	Near Ben Lomond, from Holiday Lane to 4.7 miles north of the northern junction of Routes 236/9. Replace failed culverts systems and construct energy dissipaters. (201.335)	SCR 9 Upper Drainage and Erosion Control Improvements	Implementing Agency: Caltrans Project Phase: PS&E/RW Target RTL Date: 1/15/2024 Contract Acceptance Date: 5/26/2026	\$7,179	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov



## Projects Programmed in the Year: 2023-2024

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
PI: 0518000239 AMT: 19158 EA: 05-1K640 PPNO: 2926	SCR_1_R0.0/R7.9	In and near Watsonville, from Monterey County line to north of Larkin Valley Road; also in Monterey County (PM R101.53). Rehabilitate drainage systems and lighting, install Transportation Management System (TMS) elements, pave areas behind the gore and construct Maintenance Vehicle Pullouts (MVPs) to reduce maintenance and enhance highway worker safety. (201.151)	SCR 1 Drainage Improvements	SB-1 Funded Implementing Agency: Caltrans Project Phase: PS&E/RW Target RTL Date: 5/15/2024 Contract Acceptance Date: 4/12/2027	\$9,652	Madilyn Jacobsen 805-835-6328 madilyn.jacobsen@dot.ca.gov
PI: 0518000093 AMT: 19159 EA: 05-1J960 PPNO: 2843	SCR_1_8.2/26	In and near the cities of Capitola and Santa Cruz, from north of Larkin Valley Road Undercrossing to Laguna Road; also in Monterey County (PM R101.53). Rehabilitate drainage systems, enhance highway worker safety, replace lighting and install Transportation Management System (TMS) elements. (201.151)	SCR 1 Roadside Safety	SB-1 Funded Implementing Agency: Caltrans Project Phase: PS&E/RW Target RTL Date: 4/1/2025 Contract Acceptance Date: 6/2/2028	\$0	Chad Stoehr 805-550-0713 chad.stoehr@dot.ca.gov

# Caltrans District 5 Bi-Annual Project List for Santa Cruz County

PI: 0523000185 AMT: 23835 EA: 05-1J961 PPNO: 2843A	SCR_001_8.2/10.6	Rehabilitate drainage systems, upgrade barrier, enhance highway worker safety, replace lighting In Santa Cruz County near Aptos on Highway 1 between Freedom Blvd and State Park Drive.	SCR 1 Roadside safety Freedom-State	Long Lead Project Implementing Agency: Caltrans Project Phase: Construction only Target RTL Date: 10/1/2025 Contract Acceptance Date: 6/6/2028	\$9,051	Madilyn Jacobsen 805-835-6328 madilyn.jacobsen@dot.ca.gov
PI: 0523000198 AMT: 23877 EA: 05-1J962 PPNO: 2843B	SCR_001_10.6/26	In and near the cities of Capitola and Santa Cruz, from State Park Drive to Laguna Road. Rehabilitate drainage systems, enhance highway worker safety, replace highway lighting, and install Transportation Management System (TMS) elements.	SCR1 Roadside Safety PM 10.6 to 26	Long Lead Project Implementing Agency: Caltrans Project Phase: Construction only Target RTL Date: 5/1/2025 Contract Acceptance Date: 7/2/2028	\$9,942	Chad Stoebr 805-550-0713 chad.stoebr@dot.ca.gov
PI: 0518000078 AMT: 19155 EA: 05-1J830 PPNO: 2775	SCR_129_L0.0/0.60	In and near Watsonville, from Route 1 to east of Blackburn Street. Rehabilitate pavement and lighting, replace sign panels, and install Transportation Management System (TMS) elements. Construct new sidewalk, curb ramps, high visibility crosswalks, flashing beacons, and Class 2 and Class 3 bike lanes as complete streets elements. (201.121)	129 Paving, Sign Panels, Lighting, TMS Improvement	SB-1 Funded Implementing Agency: Caltrans Project Phase: PS&E/RW Target RTL Date: 5/6/2024 Contract Acceptance Date: 11/12/2026	\$8,440	Madilyn Jacobsen 805-835-6328 madilyn.jacobsen@dot.ca.gov
PI: 0519000136 AMT: 21693 EA: 05-1M400 PPNO: 3012	SCR_9_6.3/7.2	Near Felton, from Kirby Street to north of Fall Creek Drive. Construct pedestrian and bicycle facilities to improve safety. (201.010)	SR9 Felton Pedestrian Safety Improvements	Implementing Agency: Caltrans Project Phase: PS&E/RW Target RTL Date: 12/16/2024 Contract Acceptance Date: 8/18/2027	\$5,785	Doug Hessing 805-835-6568 doug.hessing@dot.ca.gov
PI: 0523000059 AMT: 19942 EA: 05-1K901 PPNO: 2880A	SCR_009_19.200/19.200	This project is an application for the Culvert AOP discretionary program. Drainage Improvements and TMS Elements in Santa Cruz County on Route 1. (Scour work for Bridge 36 0065 removed in 2018)	Route 1 Santa Cruz Drainage & TMS Enhancement Project	Implementing Agency: Caltrans Project Phase: K-Phase Target RTL: 7/1/2025	\$7,530	Doug Hessing 805-835-6568 doug.hessing@dot.ca.gov
PI: 0522000105 AMT: 23573 EA: 05-1P770 PPNO:	SCR_129_0.56/9.99	This project will satisfy mitigation needs of multiple transportation projects that are anticipated to impact wetland and non-wetland waters as well as CRLF, CTS, and Tidewater Goby.	Advanced Mitigation	Implementing Agency: Caltrans Project Phase: PS&E/RW Target RTL Date: 4/3/2024 Contract Acceptance Date: 9/5/2024	\$3,558	Meg Henry 805-801-5160 meg.henry@dot.ca.gov



## Projects Programmed in the Year: 2025-2026

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
PI: 0519000067 AMT: 19952 EA: 05-1M110 PPNO: 2725	SCR_1_17.5/ 20.2	In and near the city of Santa Cruz, from south of River Street (Route 9) to north of Western Drive. Rehabilitate pavement, reconstruct guardrail, replace sign panels, upgrade facilities to Americans with Disabilities Act (ADA) standards, and update crosswalks and repair Class 2 bike lanes. (201.121)	Santa Cruz Route 1 CAPM	SB-1 Funded Implementing Agency: Caltrans Project Phase: PA&ED Target RTL Date: 4/29/2026 Contract Acceptance Date: 11/8/2027	\$9,892	Madilyn Jacobsen 805-835-6328 madilyn.jacobsen@dot.ca.gov
PI: 0520000015 AMT: BLANK EA: 05-1M550 PPNO: n/a	SCR_009_4.000/15.422	Construct operational improvements and complete streets elements, from Henry Cowell Redwood State Park to northerly junction of SR 9/236.	Henry Cowell to SR 9/236 Operational & Street Enhancement	Implementing Agency: Caltrans Project Phase: K-Phase Completed PID RTL: 7/1/2025	\$2,946	Doug Hessing 805-835-6568 doug.hessing@dot.ca.gov
PI: 0521000173 AMT: 23331 EA: 05-1H471 PPNO: 2655Y	SCR_9_13.610/13.610	Near Boulder Creek, at San Lorenzo River Bridge No. 36-0052 and Kings Creek Bridge No. 36-0054 (PM 15.49). Landscape mitigation and biological monitoring for parent project EA 1H470. (201.110)	San Lorenzo River Bridge & Kings Creek Bridge Replacement Landscape Mitigation and Biological Monitoring	Implementing Agency: Caltrans Project Phase: PS&E/RW Target RTL Date: 12/17/2027 Contract Acceptance Date: 11/15/2028	\$1,400	Doug Hessing 805-835-6568 doug.hessing@dot.ca.gov
PI: 0519000037 AMT: 19935 EA: 05-1K900 PPNO: 2880	SCR_9_18.897/27.094	Near Boulder Creek and Saratoga, from south of Saratoga Toll Road to Route 35. Rehabilitate pavement and drainage systems, and reconstruct guardrail. (201.121)	Upper SCR 9 CAPM	SB-1 Funded Implementing Agency: Caltrans Project Phase: PA&ED Target RTL Date: 1/15/2026 Contract Acceptance Date: 7/3/2028	\$7,529	Doug Hessing 805-835-6568 doug.hessing@dot.ca.gov

# Caltrans District 5 Bi-Annual Project List for Santa Cruz County



## Projects Programmed in the Year: 2026-2027

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
PI: 0523000263 AMT: 23931 EA: 05-1G951 PPNO: 2627X	SCR_009_8.5/25.5	Biological Monitoring for parent project 05-1G950 near Ben Lomond, from Holiday Lane to 4.7 miles north of the northern junction of Routes 236/9.	Santa Cruz 9 Drainage Bio Monitoring Child	Long Lead Project Implementing Agency: Caltrans Project Phase: Construction only Target RTL Date: 7/13/2026 Contract Acceptance Date: 10/6/2026	\$45 Con Sup	Chad Stoebr 805-550-0713 chad.stoebr@dot.ca.gov



## Programmed Long Lead Projects

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
PI: 0518000233 AMT: 19156 EA: 05-1K670 PPNO: 2921	SCR_17_0/12.5	In and near the cities of Santa Cruz and Scotts Valley, from Route 1 to Santa Clara County line at various locations. Construct and install stormwater quality Best Management Practices (BMPs) and rehabilitate drainage systems. (201.335) (Long Lead Project)	Hwy 17 Drainage Improvements	Long Lead Project Implementing Agency: Caltrans Project Phase: PA&ED Target RTL Date: 11/25/2026 Contract Acceptance Date: 7/7/2028	\$4,632	Madilyn Jacobsen 805-835-6328 madilyn.jacobsen@dot.ca.gov
PI: 0520000048 AMT: 20006 EA: 05-1M720 (Long Lead) PPNO: 3137	SCR_001_31.300/32.000	Replace the existing Scott Creek Bridge with an 800 foot bridge that addresses the needs of the proposed restoration of the Scott Creek Lagoon.	Scott Creek Lagoon Bridge Replacement Project	Implementing Agency: Caltrans Project Phase: K-Phase Completed PID RTL: 7/1/2033	\$110,000	Meg Henry 805-801-5160 meg.henry@dot.ca.gov
PI: 0519000036 AMT: 19939 EA: 05-1K890 PPNO: 2879	SCR_9_0.046/7.5	In and near the city of Santa Cruz, Felton and Brackney, from Route 1 to south of El Solyo Heights Drive. Rehabilitate pavement and drainage systems, upgrade Transportation Management System (TMS) elements, reconstruct guardrail, replace sign panels, upgrade facilities to Americans with Disabilities Act (ADA) standards, and construct sidewalks and Class 2 bike lanes. (Long Lead project)(201.121)	South SCR 9 CAPM	SB-1 Funded Long Lead Project Implementing Agency: Caltrans Project Phase: PA&ED Target RTL Date: 11/16/2026 Contract Acceptance Date: 7/13/2029	\$14,724	Doug Hessing 805-835-6568 doug.hessing@dot.ca.gov

# Caltrans District 5 Bi-Annual Project List for Santa Cruz County



## 2024 SHOPP Candidate Projects\*\*\*

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
PI: 0519000170 AMT: 19943 EA: 05-1M530 PPNO: 3019	SCR_001_2.683/7.947	Improve inlet/outlet of Drainage System at PM 5.11 and restore wildlife connectivity for sensitive species affected by adjacent projects.	Santa Cruz Long-toed Salamander Connectivity & Drainage Project	Implementing Agency: Caltrans Project Phase: K-Phase Target RTL Date: 6/30/2025	\$1,100	Meg Henry 805-801-5160 meg.henry@dot.ca.gov
PI: 0521000181 AMT: 22890 EA: 05-1P180 PPNO: 3074	SCR_001_R5/8.2	Widen existing paved inside shoulder to improve vehicle drift recovery	Inside Shoulder Widening	Implementing Agency: Caltrans Project Phase: K-Phase Target RTL Date: 7/1/2024	\$4,482	Chad Stoebr 805-550-0713 chad.stoebr@dot.ca.gov
PI: 0522000188 AMT: 20003 EA: 05-1Q250 PPNO: 3106	SCR_001_17.46/17.66	Construct continuous lightings to enhance motorist and pedestrian safety.	SR1/SR9 Junction Lighting Project	Implementing Agency: Caltrans Project Phase: K-Phase Target RTL Date: 7/1/2025	\$1,300	Chad Stoebr 805-550-0713 chad.stoebr@dot.ca.gov
PI: 0521000139 AMT: 22780 EA: 05-1N900 PPNO: 3066	SCR_001_9.8/10	Abandon/Remove Culvert, Construct Retaining Wall/Bridge	Valencia Creek Improvement Project	Implementing Agency: Caltrans Project Phase: K-Phase Target RTL Date: 7/1/2030	\$5,448	Madilyn Jacobsen 805-835-6328 madilyn.jacobsen@dot.ca.gov
PI: 0521000170 AMT: 22734 EA: 05-1P110 PPNO: 3070	SCR_152_T0.31/4.14	Preserve 8.252 lane miles of flexible Class 2 pavement and 9.218 miles of flexible Class 3 pavement using 3R strategy from T0.310 to R2.0 and CAPM strategy from R2.0 to 4.14, rehabilitate/replace drainage structure, replace culverts, rehabilitate traffic signals, upgrade curb ramps, reconstruct guardrail, replace sign panels, and complete streets.	TBD	Implementing Agency: Caltrans Project Phase: K-Phase Target RTL Date: 7/1/2030	\$25,134	Madilyn Jacobsen 805-835-6328 madilyn.jacobsen@dot.ca.gov
PI: 0522000174 AMT: 20027 EA: 05-1Q150 PPNO: 3105	SCR_152_T2.45/T2.929	Construct curb extension (an extension of a road diet strategy), and high visibility ladder style crosswalk, to enhance pedestrian safety.	Downtown Watsonville Safety Project	Implementing Agency: Caltrans Project Phase: K-Phase Target RTL Date: 7/1/2025	\$4,618	Madilyn Jacobsen 805-835-6328 madilyn.jacobsen@dot.ca.gov
***Passed K-Phase and will be programmed in Early 2024						



## Caltrans District 5 Bi-Annual Project List for Santa Cruz County



### Project Initiation Document Development: SHOPP Cycle 2026

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
PI: 0523000269 AMT: 20029 EA: 05-1R340 PPNO: 3183	SCR_129_0.560/9.988	SCR-129 Pavement Preservation Project	Knapp's Castle Pavement Preservation Project	Implementing Agency: Caltrans Project Phase: K-Phase Target RTL: 7/2/2028	\$11,698	Aaron Wolfram 805-858-8451 aaron.wolfram@dot.ca.gov
PI: 0523000277 AMT: 23851 EA: 05-1R420 (Long Lead) PPNO: 3192	SCR_001_36.300/36.300	Replace Waddell Creek Bridge (Br. No. 36-0065)	Waddell Creek Bridge Replacement Project	Implementing Agency: Caltrans Project Phase: K-Phase Target RTL: 7/1/2032	\$27,383	Aaron Wolfram 805-858-8451 aaron.wolfram@dot.ca.gov



### Proposed Future Projects: 2023-Ten Year Plan

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
PI: AMT: 24050 EA: PPNO:	SCR_152_4.14/8.29	Pavement Preservation, Drainage Restoration, Proactive Safety, in Santa Cruz County from 0.3 mile East of Whitehurst Rd to Santa Clara County Line.	Pavement Preservation, Drainage Restoration, Proactive Safety, in Santa Cruz County	Implementing Agency: Caltrans Project Phase: Pre-PID Target RTL: 7/1/2032	\$6,685	TBD

# Caltrans District 5 Bi-Annual Project List for Santa Cruz County



## Project Initiation Document Development: Oversight Projects

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
PI: 0523000110 AMT: EA: 05-1Q980 PPNO: 3163	SCR_152_ 1.841/ 2.028	State Route 152 and State Route 129 at the Salspuedes Creek. The project proposes to raise levees along the Pajaro River and Salspuedes Creek and proposes to raise the profile and replace the SR-152 (36-0001) and SR-129 (36-0034) bridges over Salspuedes Creek.	Pajaro Flood Management Bridges	Implementing Agency: Caltrans Project Phase: K-Phase Target RTL: 6/30/2030	\$19	Madilyn Jacobsen 805-835-6328 madilyn.jacobsen@dot.ca.gov



## Project Initiation Document Development: Proposed Oversight Projects

Project IDs	Project Location County_Route_Postmile	Project Description	Project Name	Project Details	Construction Cost* (\$1,000)	Project Manager
RTP ID: SC-P130, SC-P81	SCR_1_13.19/13.19	SR1 Mission Street intersection upgrades at Chestnut to Western Drive.	SR 1 Mission Street Operational Upgrades	Implementing Agency: County of Santa Cruz Project Phase: CO-OP Not Executed Project Status: Proposed PID For Year 2023/2024	TBD	TBD
RTP ID: WAT-27A	SCR_152_T2.503/T2.503	SR 152 Main Street/Freedom Boulevard operational improvements	SR 152 Mainstreet Roundabout	Implementing Agency: City of Watsonville Project Phase: CO-OP Not Executed Project Status: Proposed PID For Year 2024/2025	TBD	TBD

\*Refers to current budget construction capital cost unless stated otherwise  
 CON SUP VOTE: Voted construction support cost  
 VOTE: Voted construction capital cost  
 CON SUP: Construction support cost  
 AWARD: Awarded construction capital cost  
 RW CAP: Right-of-way capital cost

**AGENDA:** April 4, 2024

**TO:** Santa Cruz County Regional Transportation Commission

**FROM:** Riley Gerbrandt, P.E., Associate Transportation Engineer

**RE:** Zero Emission Passenger Rail and Trail Project Update & Railroad Bridge Loading Assumptions

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## **RECOMMENDATIONS**

Staff recommends that the Santa Cruz County Regional Transportation Commission:

1. Receive an update on the Zero Emission Passenger Rail and Trail Project Concept development;
  2. Direct staff to design new infrastructure to support the industry standard Cooper E80 loading for freight rail; and
  3. Direct staff to design repairs to the existing Branch Line infrastructure to support the anticipated passenger train demand loadings and current operational freight rail loadings that will be developed by the Project.
- 

## **BACKGROUND**

In 2012, the RTC acquired the Santa Cruz Branch Rail Line (Branch Line), which provides a unique opportunity for Santa Cruz County to have a dedicated transportation facility connecting the county's two largest cities, Watsonville and Santa Cruz, and the communities in between. Subsequently, several planning studies evaluated public transportation investment options for Santa Cruz County. These culminated in a preferred scenario comprising high-capacity zero emission passenger rail with a multi-use bicycle and pedestrian trail (Coastal Rail Trail) along the Branch Line. Seventeen miles of Coastal Rail Trail projects have been constructed or are under development as separate projects.

In 2022, the Commission solicited proposals from qualified and experienced professional consultants to develop the project concept and subsequently the environmental documentation for the proposed passenger rail transit and Coastal Rail Trail project. The scope includes zero emission passenger rail along the Branch Line between Pajaro and Santa Cruz, and the remaining segments of the Coastal Rail Trail including between Rio del Mar and Pajaro (Segments 13 through 20) as well as the Capitola Trestle (Segment 11,

Phase 2). In 2023, the Commission awarded a Professional Engineering Services Agreement to HDR Engineering, Inc. to complete the Project Concept Report for the Zero Emission Passenger Rail and Trail project (Project). At the February 1, 2024 Commission meeting, the Commission received a presentation and held a public hearing on the Project's preliminary purpose and need statement.

## DISCUSSION

### Community & Stakeholder Engagement – Milestone 1

Following the February 1, 2024 Commission meeting, staff held several public engagement opportunities and partner agency briefings focused on providing a project overview and soliciting feedback on the Project's preliminary purpose and need as milestone 1 of the project concept development. Staff hosted two in-person public open houses and a virtual open house. Both the in-person and the virtual open house meetings offered opportunities for attendees to share their thoughts and provide input on the Project preliminary purpose and need or to submit more general comments on the Project. A summary of outreach activities, key themes, and project input received is included as Attachment 1. The next opportunity for public engagement on the Project is to occur in summer 2024 on the Project's preliminary conceptual alignments and zero emission vehicle types.



Figure 1: Project Concept Report Milestones

### Infrastructure Evaluation Update

Evaluation of existing corridor infrastructure, especially bridges, is a key component that guides future Project tasks, such as the structures conceptual design and development of alignments. Rail bridge inspections were completed in February as a first step in this process. The purpose of the inspections were to verify conditions from previous inspection reports, to assess current conditions, and obtain adequate information for performing further assessments. A list of rail bridges is included as Attachment 2.

In order to determine whether existing rail bridges on the Branch Line are adequate in their current state, need strengthening or repairs, or need replacement, each bridge needs to be evaluated for the following:

1. Condition
2. Capacity
3. Functionality

The table included as Attachment 2 shows the approach for replacing or repairing bridges that are suitable for passenger rail service based on condition. The majority of the existing bridges need to be replaced in order to accommodate passenger rail service. Sixteen timber bridges, five steel girder bridges, one steel truss bridge, and one wrought iron truss bridge are preliminarily recommended for replacement due to the level of existing deterioration and the significant level of rehabilitation that would be required for them meet the operational and maintenance needs of a future passenger rail service. Two steel bridges over Highway 1 in Aptos will be replaced as part of the Auxiliary Lanes, Bus on Shoulder, and Coastal Rail Trail Segment 12 Project.

The remaining bridges require further analysis to determine whether the capacity and functionality meet the needs of the passenger rail service. For these bridges, the project team is in the process of developing bridge load ratings in order to understand their capacity.

Load rating a railroad bridge is a procedure used to evaluate and understand the load-carrying capacity of a bridge, and the resulting load rating can be compared to anticipated loadings to determine whether the bridge is adequate, needs strengthening or repairs, or needs to be replaced.

Functionality is another aspect of evaluating the need to improve or replace bridges. It involves the consideration of existing bridges with respect to other surrounding facilities and to the future rail or road alignment. The bridges to remain need to be evaluated for roadway vertical clearance, horizontal clearance, and whether alignment adjustments are needed for the passenger rail facility. For example, the County of Santa Cruz has requested

the project lengthen the rail bridge spans over Soquel Drive in Aptos Village in order to plan for future bike lanes and sidewalks on Soquel Drive. Bridge functionality will be considered concurrently with the bridge capacity assessments.

### Bridge Loading

Loads are transmitted to bridge components as trains cross over them. The magnitude of the loads transmitted to bridge components varies according to the mass of the train vehicle, the speed of the train, and the geometry of the bridge, particularly the length of the bridge span between vertical supports. To simplify the engineering analysis, the railroad industry uses Cooper Equivalent loads to express bridge load demand in an equivalent and standardized way.

Since the Branch Line is an active freight railroad, RTC staff is recommending that the Project Concept Report include rail infrastructure that supports loading for freight rail and passenger rail. The current industry standard design loading for new infrastructure supporting freight rail is referred to as the Cooper E80 loading, in which the heaviest locomotive loads are 80,000-pounds per axle. Other Cooper E series loadings can be approximated by different E series numbers, for example E60 loading translates to maximum locomotive loads of 60,000 pounds per axle. Cooper E80 loads represent the greatest loading anticipated for Branch Line bridges. Current freight rail operational loads on the Branch Line are less than Cooper E80 loads.

Bridge design loads for traditional intercity passenger rail pulled by traditional diesel locomotives are also quite heavy, due largely to the mass of the locomotives, though not quite as large as Cooper E80 loads. Design loads are lower, on the order of maximum Cooper E60 loads, for passenger rail service that utilizes other vehicle types.

The California State Rail Plan includes regional rail on the Branch Line. The project team recognizes that connecting to the state rail network and being included in the intercity Coast Route Corridor, thus enabling coordinated services with intercity rail, would result in the Project being more competitive for state and federal funding in the future.

### New Bridges

Designing new bridges on the Branch Line for Cooper E80 loads will both preserve the ability of the Branch Line to meet the demands of future freight rail and passenger rail service as well as preserve the ability of the Branch Line to integrate with the California State Rail Plan while maximizing the opportunity to secure competitive future state and federal funding.

Designing new Branch Line infrastructure to a lower design standard, such as Cooper E60, would marginally reduce Project costs. However, the savings for designing new infrastructure to lower design standards, such as to Cooper E60 loads instead of Cooper E80 loads, is estimated to, depending on type of bridge and span lengths, save only 5 to 10 percent of the cost per bridge. In contrast, this marginal savings could limit the ability of the Project to secure future state and federal funding, and such a strategy could result in expensive future rehabilitation of the bridges to meet the Cooper E80 design loading.

Since constructing new bridges to a design load standard less than Cooper E80 yields very little cost benefit while introducing fundability risks, **staff recommends designing new infrastructure to support the industry standard Cooper E80 loading for freight rail, which is assumed to be the largest load the Branch Line would experience.**

#### Existing Bridges

For existing Branch Line bridges that can be strengthened and potentially remain, adopting a loading standard for existing bridges that is lower than Cooper E80 may be practical while still meeting the needs of both freight and passenger rail uses of the Branch Line. Retrofitting existing bridges to the Cooper E80 design standard may result in a high-cost repair that could warrant replacement from a cost-benefit and design-life standpoint. The Project can reduce the number of bridges needing replacement by designing to a lower bridge design load for the existing bridges, while still preserving the ability of the Branch Line to provide regional passenger rail service and to meet current freight rail operational loading requirements.

In order to reduce the Project cost and maximize the number of existing bridges that can remain, the Project team proposes to develop E-loading charts for the existing bridges that can potentially remain. The charts will plot the anticipated maximum bridge loading demands of current industry-standard passenger rail train sets that can provide regional and intercity rail service as well as for current demands of current Branch Line freight operations. These charts will then be compared against the calculated load rating capacity of each existing bridge being evaluated.

To meet the loading needs of the Branch Line, reduce Project cost, and optimize the Project's fundability, **staff recommends designing repairs to the existing Branch Line infrastructure to support the anticipated passenger train demand loadings and current operational freight rail loadings to be developed for this Project.**

### Initial Review of Coastal Rail Trail Designs (Segments 8 – 12)

The Project team, in coordination with County of Santa Cruz and City of Santa Cruz partner agency design teams, performed an initial review of designs for Coastal Rail Trail Segments 8 through 12 and potential cross sections for future rail facilities to assess opportunities to maximize the use of the rail corridor for both the trail and rail.

The review of the trail plans and cross sections for passenger rail service was supported by prior field reconnaissance along the length of the Project corridor as well as by desktop reviews of other existing combined rail and trail corridors, such as the North County Transit District SPRINTER corridor in northern San Diego County, to identify best practices and compare existing rail with trail facilities to the planned Coastal Rail Trail design and potential passenger rail service alignment under development.

In an effort to optimize the use of the right of way for both rail and trail uses, the project team is developing options for an integrated rail and trail cross-sectional design criteria that would allow for phased implementation of both facilities and that minimizes potential throw-away costs as much as practicable. Revisions may include minor shifts to the vertical and horizontal alignment of both facilities.

The Project team has also identified the need for railroad setback standards for areas outside of the railroad right-of-way. Developing and adopting setback standards would provide local jurisdiction's planning departments with guidance when reviewing building and development permits. Adopting setbacks from the Branch Line right-of-way could over time result in less right-of-way conflicts for the Project.

### **FISCAL IMPACT**

There are no new fiscal impacts associated with receiving an update on the Zero Emission Passenger Rail and Trail Project. Assumptions related to the infrastructure evaluation and bridge design loadings for the Project could result in reduced Project costs and less infrastructure needing to be replaced in the long term. However, reducing bridge design loadings further than recommended would potentially limit options for service on the Branch Line while restricting state and federal funding opportunities.



**NEXT STEPS**

The Project team is developing the initial conceptual alignment and plans to seek community input in the summer of 2024 as milestone 2, followed by the refined conceptual alignments, station locations, and facilities in the fall of 2024 as milestone 3. The Project Concept Report is milestone 4 and is expected to be completed in early 2025.

The Project team plans to present options for rail and trail facility cross sections at a future Commission meeting. The Project team plans to recommend railroad setback standards for areas outside of the Branch Line right-of-way to guide local jurisdictions in building and development review.

**SUMMARY**

This item provides an update on the Zero Emission Passenger Rail and Trail Project development, including information on recent public engagement, evaluation of existing infrastructure, and initial review of Coastal Rail Trail designs for Segments 8 through 12. Staff recommends adopting the Cooper E80 design loading standard for new bridges and designing bridges to be rehabilitated to support anticipated passenger rail demand loadings and current operational freight rail loadings to be developed for the Project. Staff will return to the Commission at subsequent meetings to provide additional updates and recommendations as the Project development progresses.

**ATTACHMENTS**

1. Public Engagement Summary – Milestone 1
2. Bridge Inventory List

S:\RTC\TC2024\04\Regular\ZEPRT\SR ZEPRT Bridge\_Final.docx

## Attachment 1

### Introduction

In February 2024, the Santa Cruz County Regional Transportation Commission (RTC) launched public engagement and outreach activities for the Zero Emission Passenger Rail and Trail Project (ZEPRT) to present and gather community feedback on the project's preliminary purpose and need.

Engagement activities included:

- Feb. 1: RTC Presentation and Public Hearing
- Feb. 5 – March 4: Virtual Open House
- Feb. 12: Open House, Ramsay Park Family Center, Watsonville
- Feb. 13: Open House, Live Oak Grange, Santa Cruz
- Feb. 23: RTC Table, Watsonville Farmers Market
- February – March: Various briefings and presentations to local city councils and agencies



*Open house attendees review the project purpose and need*

The first open house was held on Feb. 12 at Ramsay Park Family Center in Watsonville and had 38 attendees. The second event was held on Feb. 13 at Live Oak Grange in Santa Cruz and had 60 attendees. Both open houses took place from 6:00 - 7:30 p.m. There was also an option for a virtual open house to learn about the project and give feedback on the project from Feb. 5 to March 4, which had 231 total users.

### Project Overview

RTC is proposing a new high-capacity passenger rail service and stations on the Santa Cruz Branch Line (SCBRL), which is a continuous transportation corridor that spans approximately 32 miles of Santa Cruz County. The study area includes 22 miles of the SCBRL Right-of-Way (ROW) from the City of Santa Cruz in the north, to Pajaro just south of Watsonville. The line runs parallel to the often-congested Highway 1 and connects to regional and state rail lines in Pajaro and Monterey County.



*Map of the proposed rail and trail alignments*

In 2012, RTC acquired the rail line and made it publicly owned. RTC has an agreement with a short-line rail operator that provides freight service along the SCBRL. In 2015, RTC finished the Rail Transit Feasibility Study, analyzing various public transportation scenarios based on community input. They assessed ridership, costs, vehicle technologies, funding, integration with other corridors, and connectivity to other services. Feasible options for further analysis and construction were identified. In 2021, the Transit Corridor Alternatives Analysis & Rail Network Integration Study (TCAA/RNIS) evaluated rail transit feasibility on the same line. It established the project's Purpose and Need with input from agencies, officials, and the public. The study identified an

# Public Engagement Summary

## Zero Emission Passenger Rail and Trail Project

### February – March 2024

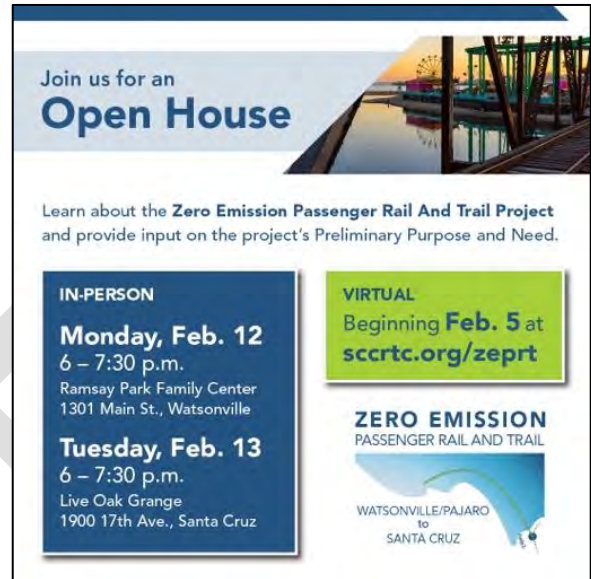


Electric Passenger Rail as the preferred option, aligning with the goals of improving the economy, equity, and the environment in Santa Cruz County.

#### Open House Awareness and Notifications

RTC implemented a notification and awareness campaign for the virtual and in-person open houses.

- **Email Blasts:** RTC distributed email blasts to those signed up for project-related emails, one sent on Jan. 26 and a reminder sent on Feb. 7.
- **Stakeholder Outreach:** Additionally, AIM Consulting contacted representatives from stakeholder groups about the open houses, which included 44 representatives from active transportation groups, agencies, chambers of commerce, community-based organizations, neighborhood associations, school districts, and more throughout Santa Cruz County.
- **Newspaper Ads:** RTC also ran an advertisement in the Santa Cruz Sentinel on Feb. 5 and in Spanish in the Pajaronian on Feb. 9.
- **Media:** RTC distributed a news release to local Santa Cruz County media outlets, and articles were published in the Santa Cruz Sentinel on Jan. 30 and in the Santa Cruz Local on Feb. 29. Lastly, KSQD included open house information in a radio interview on Feb. 2.
- **Social Media:** RTC announced the virtual and two in-person open houses on their social media on Jan. 26 and the graphic was reposted by the following partner organizations: Scotts Valley Chamber of Commerce and Coast Connect.



*Social media image for the open house*

#### Open House Purpose & Format

These were the first community open houses for the ZEPRT Project's Concept Report phase and served to involve community members in the development of the preliminary purpose and need statement, which will guide the project moving forward. Both in-person and virtual open houses were available to the public and included the same materials and options to provide feedback on the preliminary purpose and need or general project feedback.

#### Board Exhibits

Below is an overview of the open house board exhibits. For in-person open houses, members of the project and consultant team, including RTC, HDR, and AIM staff, were available around the room to answer questions and further discuss the project's elements. The open houses also included an interactive board asking attendees to share their thoughts on the preliminary purpose and need.



# Public Engagement Summary

## Zero Emission Passenger Rail and Trail Project

February – March 2024



**1. Project Overview:** This board included an overview of the proposed project and anticipated community benefits of the ZEPRT project.

The slide is titled 'PROJECT OVERVIEW' and features the SCCRTC logo. It contains a paragraph about the ZEPRT project's goal to develop a Concept Report. Below this is a 'PROPOSED PROJECT' section with two columns of text. The right column lists 'PROJECT BENEFITS' with six bullet points, each accompanied by a small icon. The slide also includes a small image of a person on a bicycle and the SCCRTC logo at the bottom right.

Project Overview

**2. Project Details:** This board included a map of the proposed 22 miles of passenger rail service and the new Rail Trail segments that would nearly complete the 32-mile Coastal Rail Trail.

The slide is titled 'PROJECT DETAILS' and features the SCCRTC logo. It contains a map of the project area, showing the proposed rail service and the Coastal Rail Trail. A legend identifies the 'Proposed Rail Service' (solid blue line) and the 'Proposed Coastal Rail Trail' (dashed blue line). A scale bar indicates 0, 2.5, and 5 miles. A text box on the right explains that the new rail trail segments would nearly complete the 32-mile Coastal Rail Trail. The slide also includes a small image of a person on a bicycle and the SCCRTC logo at the bottom right.

Project Details

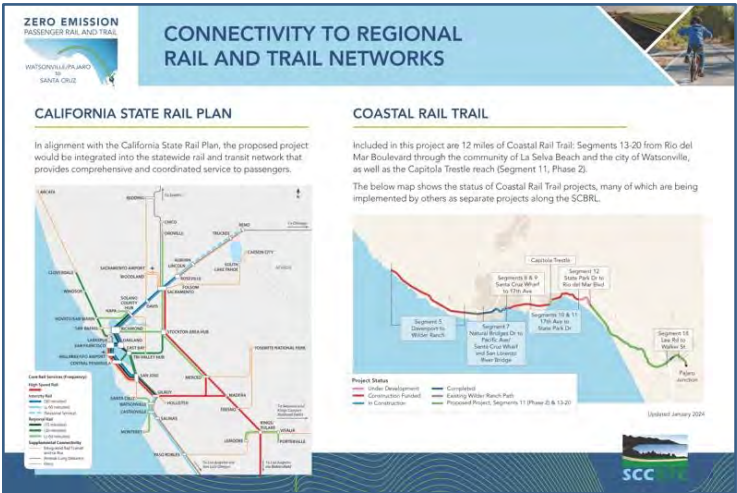
# Public Engagement Summary

## Zero Emission Passenger Rail and Trail Project

### February – March 2024



**3. Connectivity to Regional Rail and Trail Networks:** This board included information about how the proposed rail network would be integrated into the statewide rail and transit network, and an overview of the Coastal Rail Trail route.



Connectivity to Regional Rail and Trail Networks

**4. Project Schedule:** This board included a timeline for the project milestones and development including the project concept, alternative analysis and preliminary engineering, environmental analysis, right-of-way, final design, and construction.



Project Schedule



# Public Engagement Summary

## Zero Emission Passenger Rail and Trail Project

### February – March 2024



**5. Preliminary Purpose and Need:** This board outlines the project's preliminary purpose and need statement.

**ZERO EMISSION**  
PASSENGER RAIL AND TRAIL  
WATSONVILLE/PAJARO to SANTA CRUZ

### PRELIMINARY PURPOSE AND NEED

**PROJECT NEED**

- Diverse transportation needs not fully met and slow transit travel times
- Deficiencies in roadway travel and insufficient alternative travel options
- VMT reduction mandates
- Greenhouse gas (GHG) emission reduction mandates
- Missing linkages and safety concerns of existing bicycle and pedestrian facilities in Santa Cruz County

**PROJECT PURPOSE**

- Provide increased access to convenient, accessible and reliable public travel options
- Improve transit connections to community activity centers supporting the local economy and providing better access between housing and jobs
- Integrate with plans for future land use
- Reduce transit travel times and improve transit system reliability
- Enhance bicycle and pedestrian connectivity and safety
- Promote alternative transportation modes to increase overall transportation system capacity and reliability, improve health and reduce mortality
- Provide a critical link between the cities of Watsonville and Santa Cruz and communities in between as an alternative to congested roadways
- Reduce vehicle miles traveled and associated GHG emissions

SCC

*Preliminary Purpose and Need*

**6. Thank You Board:** This board includes next steps and information on how community members can stay involved in the project.

**ZERO EMISSION**  
PASSENGER RAIL AND TRAIL  
WATSONVILLE/PAJARO to SANTA CRUZ

### THANK YOU!

Thank you for participating in this Open House. The RTC and its project partners are committed to meaningful public engagement throughout the project's lifecycle. Community participation is vital to aid in minimizing impacts while meeting the needs of riders, bicyclists, and pedestrians. There are many voices in our community, and we want to hear yours.

**SUBMIT A COMMENT**

- Use a comment form to provide feedback
- Email us at [zeprt@scrtc.org](mailto:zeprt@scrtc.org)

**STAY CONNECTED**

- Visit the project webpage for updates and sign up for the contact list: [scrtc.org/zeprt](https://scrtc.org/zeprt)
- Email us: [zeprt@scrtc.org](mailto:zeprt@scrtc.org)
- Attend future public meetings and provide comments throughout concept development

SCC

*Thank You*

### In-Person Open House Community Feedback

Participants at the open houses could share their comments on the purpose and need statement on an interactive board exhibit. There was also a comment card station where attendees could leave any questions or comments for the project team.

#### Key Themes - Project Purpose

Public comments echoed the preliminary project purpose, encouraging the project team to provide increased access to convenient and reliable public travel options. Comments on the project purpose include:

- Provide alternative options for those who are transit-dependent (youth, students, low-income populations, etc.) or who cannot walk, bike, or drive themselves
- Encourage economic and cultural exchange between jurisdictions in Santa Cruz County
- Increase safety and security for public transit users, both on the train and at stations
- Meaningfully improve community health and safety through safe system design and by encouraging transportation mode shifts to transit and active transportation
- Provide more opportunities and alternative methods for travel to local destinations (shopping, employment centers, entertainment, educational institutions)
- Provide opportunities for transit-oriented development and housing along the rail line
- Plan for a low operational cost to ensure continual funding
- Increase community transportation resiliency, particularly in light of climate change vulnerabilities



*Riley Gerbrandt (left), project manager with RTC, speaks to an attendee in Watsonville*

#### Key Themes - Project Need

In both open houses, participants agreed with many aspects of the preliminary project need. Many comments on the interactive boards showed support and encouragement for more alternative modes of travel besides driving, particularly by providing more ways for users to make first and last-mile connections via bus or bicycle. Some participants urged the project team to allow and provide space for bicycles to be brought on the train, as well as bicycle parking near rail stops. Additionally, several commenters made suggestions on key transit connections they want to see on future rail service:

- Rail service integrated into existing transportation centers and service in South County and Watsonville – **3 comments**
- Rail service to/from:
  - San Jose/Bay Area – **4 comments**
  - Davenport/CEMEX property – **3 comments**



# Public Engagement Summary

## Zero Emission Passenger Rail and Trail Project

February – March 2024



- Capitola – **2 comments**
- Felton – **2 comments**
- Monterey – **2 comments**
- University of California, Santa Cruz – **2 comments**
- Live Oak
- To rural areas of the county
- La Selva
- San Lorenzo Valley
- Soquel Creek
- DeLaveaga
- Cabrillo College
- Rail stops at:
  - 7<sup>th</sup> Avenue – **2 comments**
  - Almar Avenue
  - Pajaro station (renovation)
- Rail connection to Santa Cruz Metro, Amtrak, and High-Speed Rail
- Transit that runs past midnight (between Santa Cruz and Watsonville)



*Open House in Santa Cruz*

Community comments on the project need also expressed the following:

- Wanting to see rail and transit services become more frequent, reliable, and easy to use.
- Maintaining freight rail service for San Lorenzo Valley, Santa Cruz, and Watsonville businesses
- Including language regarding the need for increasing climate-resilient public transportation corridor options.
- More equitable rail and transit options for people with disabilities, seniors, youth, and other underrepresented communities.
- Making passenger rail service affordable and safe for users
- Encouraging RTC to ensure outreach to the Spanish-speaking population and transit-dependent communities.

Below are the comments that participants placed on the interactive open house board.

All Comments - Project Need: The following comments are formatted as they were provided to RTC, with no spelling or grammar edits.

- 15-minute headways plus stops every mile in highly dense areas (Capitola to Santa Cruz)
- A non-auto mobility choice to link Santa Cruz communities and their given/state.



# Public Engagement Summary

## Zero Emission Passenger Rail and Trail Project

February – March 2024



- A scenic route for tourists (car-free) from Santa Cruz to Monterey
- A stop at 7th Ave, more direct service from Live Oak both North and South
- A train stop at 7th Ave and another at the Almar triangle
- Add something to accommodate kids, the elderly, and disabled people
- Allow residents to live without a car
- Begin train service where feasible prior to repair/replace Soquel Creek Bridge.
- Bike share stations near the train stops and bike parking and being able to take bikes on the train
- Buses need to move freely regardless of traffic
- Connections with Santa Cruz Metro, Amtrak, Monterey Branch
- Don't forget South County residents. Around 30% don't own a car or truck. Using buses and zero emission passenger train is great
- Establish the level of service (LOS) and minimum trail design standards to assure safety to trail users of all ages, speeds and abilities
- Felton to Downtown Santa Cruz by light rail
- For outreach in South County and everywhere your posters should also be in Spanish. Y'all could do outreach in the plaza on Fridays, at the farmer's market. Go where the people are.
- Get the train here faster!
- How will buses from UCSC tie into the west side?
- How will it be integrated with existing transportation centers in Santa Cruz and Watsonville?
- Hurry up! Get the money \$ we need service
- I would like to see pet-friendly travel included on the rail. This would improve equitable access to pet/human recreation
- I would love to see the project move more quickly
- Identify possible fares for train and connecting buses
- It's time to walk the walk. Truly no pun intended. We need improved access to transit! Let's go!
- List stations in Aptos, Capitola, Watsonville, Santa Cruz, Le Salva Beach
- Many needs can be met without a rail project. The TCAA determined that the bus served more people for less money and was faster
- More transit that does not require scheduling - regular service with 15 - 20 minute leeway's
- Motorized transport on the rail - trail



*Open House in Watsonville*

# Public Engagement Summary

## Zero Emission Passenger Rail and Trail Project

February – March 2024



- Move the trail to San Andrea Rd at the Southern end of Seascap Blvd. Save funds for the rail tracks.
- My Watsonville employees - born and raised - want rail service to their offices in Capitola. Their relatives work at Costco and boardwalks
- Need a train and not just buses!!
- Need at least 1 connection every 30 min - 20 min better
- Need for carrying multiple bikes on train/service for ease of getting to and from final destination
- Need outreach to Latinos!!!
- Overall, great job including lots and keeping it short
- Pedestrian and bicycle safety
- Personal Rapid Transit (PRT)
- Please expedite the train
- Please include (a DAC) Davenport and CEMEX property in future passenger rail service
- Please keep mass transit close to the Highway 1 corridor. Use the rail corridor for a bike/pedestrian trail
- Please keep the coastal rail intact. Proposition 116 stated "rail." Coastal rail is the last open corridor linking north to SoCal County. Build it as quickly as possible!
- Please move faster :)
- Produce better signs for our Spanish-speaking population of people with disabilities
- The project needs comment. Our only hope is zero emissions. Public rail transit. It is most efficient to move the most people cost-effectively. The current state of congestion is a result of disinvestment in public transportation and rail - time to reverse this. Transportation is expensive.
- Provide equitable transit options for South County residents
- Provide low-cost \$ for our senior population and more access to our people with disabilities.
- Public transit that works and is not bogged down by cars (e.g. Bus lanes dedicated all the way)
- A rail system that is quiet for adjacent property owners and right-sized to integrate with other users at the trail corridor
- Rail to San Jose / Bay Area, please
- Railway connection to state system



*Open House in Watsonville*



- Reorganize the distance people travel to SC County from their homes
- Separate travelers of differing speeds for safety. Establish minimum standards for trail width
- The rail line provides a hardened way to respond to and recover from natural disasters "Disaster response and recovery"
- To connect more rural parts of the county with public transit
- Transportation that is safe, quiet, reliable, predictable, smooth
- Very important for carefree student to travel to and from Watsonville or Santa Cruz to Cabrillo and UCSC
- We are in a climate emergency! We need easy, dependable, affordable, convenient alternatives to cars.
- We need a way to travel across the country that is time-certain and not variable by time of day and traffic
- We need public transit that can accept lots of bikes so we can ride bike-train-bike
- We need relief now for Highway 1 congestion. Please prioritize the Watsonville link and renovate Pajaro station to link to the Bay Area rail service
- We need transportation that runs past midnight that's the latest you can take the bus from Watsonville to SC. So how late would I be able to the train?
- Will there be a pedestrian/bicycle bridge from the rail to Cabrillo College?



*Open House in Santa Cruz*

All Comments - Project Purpose: The following comments are formatted as they were provided to RTC, with no spelling or grammar edits.

- 1st bullet - more active. "Increases access to convenient,..." 2nd bullet - add schools - we have a lot of them plus kids and young students old students need improved public transportation access
- Coastal rail-trail is last open access from Davenport to Watsonville. Keep building both trail/rail.
- Consider bus-on-rail conversion in priority areas now. Watsonville especially - while passenger rail is being planned/studied
- Design for low-cost of operation! There will always be grants to subsidize construction, but not operation
- Enable expansion in the future Davenport, San Lorenzo Valley, Soquel Creek, DeLaveaga, and more, UCSC.

# Public Engagement Summary

## Zero Emission Passenger Rail and Trail Project

February – March 2024



- Establish who will ride train - commuters or for short trips?
- I hope trains will sometime extend to Davenport / San Jose
- I like to think of the possibilities. Economic reciprocity between North and South Counties. Cultural exchange. Students taking affordable fieldtrips both ways.
- I want to reach San Francisco, San Jose, and other regional destinations
- In the purpose make sure you include the needs of our seniors due to the increase in our communities
- Lower negative environmental impact of transportation
- Lower speed limits where there are bikes and pedestrians. 20 MPH max in some European Cities
- Maintain rail freight connections for SLV/Santa Cruz/Watsonville businesses and encourage low-emissions freight transport by rail
- Multimodal connections to major areas up/down. e.g. Cit centers shopping districts (Capitola Mall when it has more housing)
- Please include the need for transportation that can withstand environmental crisis.
- Prioritize speed and frequency of mass transit
- Project purpose mentions safety. As a woman even taking the bus I've been harassed. How will you make taking the train feel safe?
- Provide good transit connection to UCSC (+ Cabrillo) through, new metro feeder + main campus + direct connection to westside campuses. UCSC is the largest employers and largest higher ed in the county.
- Provide opportunities for car free living
- Provide opportunities for excursion trains with Roaring Camp! La Selva, Capitola Village, and Davenport would be great destinations.
- Provide opportunities for transit-oriented development (TOD)/housing along the line for affordable, senior units or units without cars
- Realize the connection between rail, pedestrian, and bicycle travel. Make the last mile work!
- Retain freight rights
- Safety & Security: Impacts ridership and usability > particularly important for women and children because if they don't feel safe inside the train and at station platforms, they will continue to opt



*Open House in Santa Cruz*



# Public Engagement Summary

## Zero Emission Passenger Rail and Trail Project

February – March 2024



for driving making this a wasted resource. Helps maintain the train system in better condition as more eyes and boots on the ground. Will help prevent vandalism and poor use/crime.

- School, work, fun, car replacement, shopping
- The need is great. Get us moving!
- To encourage economic growth throughout the county
- To increase opportunity by increasing access to do what we said we would do
- Transit alternative for people who can't use the trail for transit - e.g. physical abilities possibly age-related
- Transit-oriented development along right-of-way - dense housing, commercial space, grocery stores, community spaces
- Well thought out



*Open House in Watsonville*

Comment Cards: The following comments are formatted as they were provided to RTC, with no spelling or grammar edits.

- Zero emissions? More honesty, more emissions now, and maybe less at some future time. The construction and tree removal is a huge current emission burden. The delay and inconvenience of a broken trail (in Capitola) are also negative CHC emissions. To have gone 12 years without leveling with the voters about the need for additional taxation is disingenuous.
- Santa Cruz County must accommodate our South County residents and offer better options because approximately 30% don't own cars/trucks. Many work in retail/restaurants/offices in Santa Cruz Costco and Boardwalk. Kids/disabled would use zero-emissions passenger rail.
- I would like to see fewer cars on the road – less pollution – and more walking, biking, and roller skating or skateboarding.
- I will love to have train transportation to Monterey
- Please add the heading - “Resiliency” Disaster Response and recovery are invaluable and essential benefits of maintaining a hardened freight capable railroad (in addition to ZE Passengers Rail) – Thank you
- It is important to determine cost of rail project and unfunded portion and ask community to vote on sales tax to fund and capital cost and operating cost deficits, BEFORE spending more money on studies!!! If voters refuse to approve 2-4% sales tax, then cancel project as not feasible as 2015 feasibility study indicated.

- I have been supporting this project in my small ways (voting, talking, advocating, demonstrating) for many years. I really enjoyed taking a peak into the hard work that y'all are doing to make this extremely important project come true! I am so grateful for your hard work!
- Thank you for engaging with the community on this. My biggest concern at this stage is both the timeline to launch and the safety and security measures that will keep the system running and accessible to people from all walks of life, particularly women and children. Without this being part of the design process, we run the risk of having yet another expensive product that doesn't get to its full purpose and limits societal impact and progress in a time when it's most needed for access/equity and environmental stewardship.
- Thank you for doing this and providing opportunity for community input. Please do outreach groups/orgs that do community work to get them to bring people next time and maybe do this at the plaza on a Friday instead to get a bigger amount of input. Please have the posters in Spanish as well. Translators are good to have but it is not as welcoming as also having posters in Spanish.
- We have so many needs for our money, we must not get ahead of the money as we go forward and keep in mind as we delivered the trail, the rail may not be funded.
- Thank you for this opportunity to learn more about the Rail Trail project and to give input. Very well organized and staffed.
- Hurry up and connect us to the outside world.
- Determine Coastal erosion of LSB Bluffs, which are not likely to be there after 2060 per Coastal Erosion study by study in 2017. Also see if Coastal Commission will allow tracks in LSB given coastal erosion issue!



*Open House in Watsonville*

### Virtual Open House

The virtual open house was available at [www.zeprt.com](http://www.zeprt.com) from Feb. 5 - March 4 and open to all community members. The virtual open house had 231 total users and received **47 feedback submissions** from community members.

### Virtual Open House Community Feedback

Participants were asked if the preliminary purpose and need statement fits their vision for the community, and out of the 47 submissions, around **81%** of commenters said yes, **15%** of commenters said no, and **4%** did not respond to this question.



Participants were also asked to share their comments on the purpose and need statement and include any suggested additions.

#### Key Themes

Overall, most commenters agreed with the preliminary purpose and need that was presented, saying that alternatives to driving are needed due to current congestion and need for sustainable, low-emission travel options.

- Many participants like the zero emission aspect of the project and agree that having more options for transportation will help to lower Vehicle Miles Traveled (VMT) and greenhouse gas emissions (GHG) from high levels of traffic congestion – **30% of comments**
- Most participants agreed that having alternative modes of travel that divert traffic from Highway 1 is critical and want to see elements of the project incorporate infrastructure for other modes of travel near rail stations (via bike, bus, walking, rideshare, etc.) – **30% of comments**
- Some comments made suggestions for rail connections to the following areas:
  - Higher education institutions (Cabrillo College, UC Santa Cruz, etc.) – **4 comments**
  - Watsonville – **4 comments**
  - San Jose/Bay Area – **3 comments**
  - Park and rides near Highway 17/Highway 1 interchange (the “Fishhook”)
  - Scotts Valley
  - San Joaquin Airport
  - 7<sup>th</sup> Avenue
- Participants also encouraged the project team to ensure that rail service is more reliable so that more people use it once the project is implemented – **19% of comments**
- Other important considerations for the public include: affordability and cost of the overall project and of future rail service, safety and security of users on the rail service and at stations, and encouraging housing and high-density development along the rail line.

All Comments - Project Purpose & Need: The following comments are formatted as they were provided to RTC, with no spelling or grammar edits.

- This project will only reduce VMT and GHG by an insignificant amount relative to the total VMT and GHG generation in the country. Will there be enough stations to address the places people want to go, if there are, will the journey time be acceptable?
- Integrate high-density housing construction with the rail/trail. Transit shouldn't be trying to chase development. It's not enough to "integrate with plans for future land use" -- instead, plan land use around the rail and trail! The station areas are perfect for housing and commercial development that will be readily accessible by walking/biking and transit. More places to live and businesses to serve those residents, without added car traffic.
- Missing from this project purpose and need statement is data suggesting how this rail project will meet the needs described. How will a train with anticipated low ridership reduce GHG emissions, and will it even offset the GHG emissions from constructing the project? Building any trail does not assure safety to bikes and pedestrians. What type of trail? Will minimum trail design specifications be met? An enhanced Metro system could reduce transit travel times more effectively than rail (UCIS). The benefits described above—reduced travel times, connecting



populated areas, supporting economy, reducing VMT/GHG—can be achieved with Metro and are not exclusive to a rail project.

- Resiliency and the capacity to respond to natural disasters requires a second, redundant north-south transportation facility. The rail line provides a vital transportation corridor for disaster response and recovery. Maintain freight capability for the greatest benefits.
- Years ago Cabrillo students approved the bus mandatory bus fee to keep the metro routes to the college. That means there is not enough money to keep the current most used routes to college alive if were not for the mandatory student bus fee. So, don't wait the money and just use to create a green bicycle path that not only is green, but will also help people get some exercise done!
- If this is to become a true commuter rail, then a quick, easy connection to UCSC needs to be included in planning. Also, two connections before a Santa Cruzan could connect to state high speed rail? That's not too encouraging.
- While I appreciate the vision shown here, we have got to start seeing hard, objective DATA to back up the ambitious goals of the rail project. How many people will use rail service year after year? How many cars and trucks will rail displace? How much will it cost to build and maintain? Where will the money come from? What are the trade-offs? What are the major obstacles? I consider myself a reasonable person who wants results to benefit our community. I remain skeptical of the rail since I have not seen any data that support use and affordability of rail on the Coastal Corridor and I see the trail next to the rail as much worse (in many ways) than a trail down the middle of the corridor. Please use this effort to convince me and the entire community that these are the RESULTS we need. No more grand visionary proclamations. We need RESULTS!
- I think a critical component to be considered that I don't see mentioned is affordability. The project obviously needs to be financially feasible, but also affordable to ensure that the people who need it can use it.
- I think it is very important to invest in technology we know that works and that is reliable. For public transportation, service is very important.
- This project is a great idea. I would hope to see a direct rail connection between San Jose and Santa Cruz.
- Anything to promote alternative ways to Highway 1.
- Early emphasis on the trail, while understandable politically, may have foreclosed opportunities for rail, e.g. in straightening the track or laying out stations. These items need to be considered from the inception of the remainder of the trail segments.
- Reducing VMT and creating a connected bike network are some elements I really like. However, there should be verbiage that pushes for bicycle and pedestrian PRIORITY at intersections so that they have right of way over cars, unlike what segment 7 currently has. Maybe adding something like "prioritizing bike and pedestrian safety at all [major] intersections"
- Anything to make biking and walking safer and more efficient. Happy to have connections to transit and places to go. Thank you.
- Most meaningful:
  - VMT reduction. Transit investment (especially rail) has an exponential relationship to VMT i.e. more rail = less driving
  - Provides new alternatives to driving
  - Better access between housing and jobs



- Public health benefit - improve health and reduce mortality
- Missing:
  - Station area investments can contribute to building more dense, walkable communities
  - Stations can serve as mobility hubs to connect with bikeshare, bus, and micro-mobility modes
- I think the project is a great step forward to increased transportation options in Santa Cruz. For those of us without bus access it would be good to see more park and ride centers, maybe near the fishhook.
- Sounds like a great project. I love biking and have already biked from Santa Cruz to Watsonville multiple times along Soquel then Freedom Boulevard, and there is a great bike lane the whole time. So I'm very glad the sole purpose of isn't just a bike path, as anyone who wants to bike this route can already do it safely and with nice scenery. Good job trying to get this rail car, we should obviously make sure there can be multiple cars hooking together to make sure everyone who wants to can ride. Also, this would probably be even harder to get passed and is not as needed, but there isn't any very safe way to bike to Scotts Valley, and I know a lot of people in Scotts Valley who love to ride their bikes and would very much appreciate a path to Santa Cruz, it could go through roaring camp along that section of rail. The. You could safely take Mount Hermon road.
- Integrating with future land use plans will be critical to the success of this effort. Making sure that the areas surrounding the proposed stations are dense and mixed-use will ensure there is a population ready to utilize this amazing transit option when it arrives. Combined with improved active transit options, this will be a huge benefit to the community!
- Another project purpose: Provide the option of traveling on a timetable/schedule.
- Connecting our county to the state rail system is crucial. Providing bicycle routes away from cars is life-saving. Marketing these benefits and being upfront on the costs of the project (how much would it cost each citizen?) is key to gaining support, and deflating the anti-taxation (greenway) people.
- Increases community resilience to climate change impacts. Connects housing and jobs. Provides multimodal options for residents in multifamily housing and businesses in mixed-use buildings to move through the county without a car. Increase equity and affordability by reducing reliance on cars to travel.
- After experiencing so many fire and flood crises, it's so important that we do what we can to lessen the effects of climate change. And the more convenient travel options will be a big plus.
- Most meaningful: Critical link between Watsonville and Santa Cruz, Increased access, reliable, convenient, Reduce GHGs
- Missing: I saw mention of connecting to regional rail lines before, but this is important to emphasize, such as getting to the SJC airport and the Bay area!
- It's meaningful to have accessible public transportation that reduces fossil fuel emissions. Transportation that is inexpensive and reliable and better for the environment.
- This is great! We need to get a light rail today! Less cars- more rail and bike. Let's make sure it is affordable, safe and sustainable.
- Economic access for those struggling to keep up with housing costs who may have difficulty avoiding a car and fuel needs.

- We need passenger rail and strong public transit in this state and the community of Santa Cruz! Please don't let the naysayers and obstructionists stop progress. We are 50 years behind on this.
- I think Santa Cruz would benefit greatly from better transit in the form of light rail as well as improved bike and pedestrian infrastructure
- Improving transit connectivity between activity centers is critical. We need to site our future stations in places that will be nodes of activity, both existing and future.
- I think that the overall project scope needs to flow out of the 2021 study for electric passenger rail, rather than looking at other modes that do not promise the same reliability, performance, or sustainability. At this point in the project, we have already made the crucial decision on operational mode and need to further advance the electric rail concept. Specifically, we should not open the door for hydrogen vehicles, which (1) are not truly "green" and (2) have a terrible track record for reliability and performance. When hydrogen trains have been deployed in the past, they have not stayed in service long, see: <https://www.hydrogeninsight.com/transport/the-misery-line-world-s-largest-hydrogen-train-fleet-still-not-fully-operational-six-months-after-service-began/2-1-1462885>
- - Provide critical link to Bay Area megaregion and larger California intercity system to encourage traffic and pollution-free travel to and from Santa Cruz county.
  - Provide increased access for people with specialized mobility needs (elderly or disabled people) who cannot drive themselves.
  - Provide carbon and pollution-free access to high-value destinations"
  - I want to see more rail into Santa Cruz. Up to campus or through midtown up Branciforte
- Connections to local transit in Santa Cruz. Reorienting bus service around the rail stations"
- I have not seen much on the safety and cleanliness of the rail stations, but this is very important, especially considering the ever-growing population in Santa Cruz of people with free time and ill intent: clean, safe stations will attract business and residential opportunities, and sketchy stations will push this away. Consider how, especially in the east bay, the BART stations all align with the absolute sketchiest neighborhoods. I don't feel this is a coincidence: the stations are filthy, unsafe, and people loiter and hang around all day. In Switzerland, having a train station near your house or business is a huge win. Placement of new train stations can 'make' a community, transforming it from a small farmland to a destination, and with this comes increase in property values and desire for new housing nearby. This is a slow process of course. Note that station bathrooms in Switzerland are all pay-to-enter. I'm all for this model. It allows for your average good citizen not to fear stepping on a needle or catching Hantavirus when using the bathroom.
- Please make a stop at 7th avenue too!!
- It is an imperative that we diversify our transportation options in order to enhance mobility in a denser future Santa Cruz County, including options that can lower our GHG emissions to address climate impacts. Bikes and Rail transit play well together and are proven solutions worldwide. What's missing? Considering how long this effort has been going on 2032 to begin construction is too long given the need and broad community support. Let's get this done.
- Absolutely critical that rail extend from northernmost Santa Cruz to southernmost Watsonville, and that it be tightly integrated with safe bike routes at each station. This would enable a school kid at PCS to attend a sports practice or game in Watsonville without a parent driving them.

- A Study and Publication by the Stanford Environmental Law Review on Coastal Access Equity after the Implementation of the California Coastal Act found that the relative proportion of wealthy, white seniors in close proximity to the coast is higher than expected compared to racial and ethnic minorities and families living below the poverty line. These discrepancies highlight the need for public regionally connected transportation systems that better serve demographic groups (and all residents) who live further away. California's beaches and public trust shoreline are significant natural, open space assets, and improving access to these coastal resources will be increasingly important and challenging. Preventing place-based disparities in accessibility to public coastal access, including the impacts on specific ethnic populations is intrinsic to the Coastal Act for increasing coastal access equity. <https://law.stanford.edu/wp-content/uploads/2017/11/reineman.pdf>
- This is a great plan, and we really need connected rail and trail between Santa Cruz and Watsonville, including the Pajaro Station connection. The only thing I don't like is the timeline: I wish it could happen sooner!
- The most important aspects are the need for alternatives to automobiles and congested roadways, and reducing greenhouse gas emissions.
- Please make sure that the project addresses the needs of Cabrillo College students in both North County and South County.
- Parking at stations, wetlands impact, and cost concern me. But I do think we need more transit options in our county. We need to have all options on the table and be mindful of cost overruns.
- This concept is probably one of the most ridiculous undertakings this county has ever Pursued. It will end up being cost prohibitive but only after wasting years and tax payer dollars. After they get pricing to replace the rail bridges I would expect the cost to eclipse 500 million. Seriously for a train that goes 10 miles an hour. All we need is a decent bike and running path. Is that too much to ask.

All Comments – General: The following comments are formatted as they were provided to RTC, with no spelling or grammar edits.

- Waiting for a solid plan to see how it compared to the promises/goals.
- I'm excited for the potential of transit happening, the sooner the better. As is the improved biking/pedestrian pathway. I think seeing this infrastructure develop will be a great addition to the community. Though I am curious what the actually train/transit type looks like on the track with only 1 set of tracks.
- Love love love the train, bring it on!
- I'm concerned about the trend towards Hydrogen based vehicles versus overhead catenary wires. Hydrogen is fairly new and is not as clean as it needs to be, especially not at the quantities it would need to scale up. There also is not a large or established supply chain or a reliable tech base. It would be better to use catenary, an already proven technology, that would also benefit with upgrades and improvements being made in our own electrical grid. DMUs would still be better than cars, which is the main factor to compare against. The risks of reliability are not worth the investment into hydrogen for this project. A train that runs good is more important than a train that runs bad.
- Is there currently any possibility of integrating this project with the proposed Monterey rail line? In my opinion, a direct train from Santa Cruz to Monterey via Watsonville and Castroville would



be very useful for residents in the region; however, this requires advanced planning as the two services would need to use the same rolling stock and station specifications. Please let me know whether this is already under consideration, and if not, I would personally like to see this established as a priority (if there are no significant feasibility challenges).

- I am 100% supportive of this project! Keep up the good work! But I would like to put in an early recommendation for a station in Seascap. There are more residents here and RDM, that La Selva, and we need one beyond Aptos. Thanks.
- Thank you for the opportunity to comment on the Preliminary Statement of Purpose and Need for the Zero Emission Passenger Rail and Trail Project (ZEPR). Please consider the following comments:
  1. Please add summaries of the Major Transportation Investment Study and the Unified Corridor Investment Study into the Background section.
  2. Please number the bullets in the Project Purpose section and include the following as new bullets:
    - Integrate ZEPR planning with local jurisdiction land use planning by increasing collaboration and by leveraging RTC local project funding decision-making authority.
    - Protect National Rail Network status on the Santa Cruz and Felton Branch Rail Lines by incorporating:
      - Full temporal separation during operations;
      - Operational design that accommodates occasional heavy rail;
      - Passenger and heavy rail partnerships that ensure collaborative planning, operations, maintenance and communication
    - - Linda Wilshusen, SCCRTC Executive Director 1985-2005
- I'm very happy with the rail project. Please remind the public about the much needed jobs it will bring, especially during construction. If federal grants are used, that's new money to our community.
- Fully support rail & trail and the reduction of ICE transportation's high cost and high pollution.
- Let's make this happen!
- This project sounds like a good idea to me. I am hoping it will be environmentally friendly, make transportation more accessible, and improve quality of life.
- There are no metrics for the proposed project - reduce travel times by how much? reduce vehicle miles traveled and green house gas emissions by how much? The RTC has completed multiple studies over the past 20 years. Every study has the same findings: Despite the claims of triple bottom line benefits with respect to equity, environment and the economy, the actual benefits are negligible. This is very clear from the data contained within the TCAA study. The RTC study words say yes, but the RTC study data say no. The negligible benefits were never addressed in any of the RTC presentations. All of the cited benefit improvements were less than 1% compared to the current situation. In the last study, the roundtrip cost of a commute from Pajaro to Santa Cruz was over \$125, based on numbers in the TCAA. Regardless of external funding, the cost to the County is untenable. Bottom line: projects like Bus on Shoulder make sense. Projects like CRT/LRT/LPA do not. Aside from wasted funds on the rail studies, these studies consume much of the RTC's time and resources, which reduces the focus, priority and efforts on critical and viable transportation needs throughout the County. As the saying goes, "Insanity is doing the same

thing over and over again and expecting different results."" Please stop these endless studies and focus on projects that will significantly improve transportation in the County.

- Just do it!
- Would like to be able to take train from downtown Santa Cruz and connect with high speed rail to make trips to LA in less than 8 hours. Also would like to take my bike to Watsonville for recreational riding. Also would like a nice wide divided bike path for the length of the branch rail line for bikes and ebikes to 30 mph. Pedestrians should have their own separate path for safety. Also please do not put fences immediately on the side of the bike path, there always needs to be a safety zone on the edge of the trail.
- Very excited about moving forward on an electric train
- Keep moving forward to provide future transportation. Rail and trail will be a win for Santa Cruz county and the greater Bay Area
- I agree with the overall goals of providing rail from Santa Cruz to Watsonville/Pajaro, and I think this project has a huge amount of potential to reduce transportation emissions--a huge portion of California's carbon footprint. I take Caltrain all the time at my home in Mountain View for much of my travel and am disappointed by having to use the car to visit family in Watsonville, even though it is so close--having high-quality transit links within and to Santa Cruz county would make these trips possible without driving, which I value highly. While I know there are many decisions to make in the future, I hope the project will commit to making the most functional transportation option on this valuable right-of-way. I would suggest committing to the following principles in pursuit of this goal: (1) Commit to a time-tested, high-reliability mode of carbon-free transit to use the corridor. In particular, catenary-based electric rail has the best, longest track record of providing carbon-free efficient transportation in a context like this. It also has some of the best performance of any other mode in terms of travel time, acceleration/deceleration, rider comfort, and overall reliability, while also being quieter than other modes. (2) Embrace a transit-first approach. To ensure reliability, efficiency, and speed of the rail system, it should always preempt street traffic at crossings and road should be grade-separated or capped where necessary. (3) Plan for a regular schedule that emphasizes frequency. While commute-hour services act as a release valve for traffic, they provide little in terms of overall access and do little to prompt a modal shift towards green transportation. In contrast, a clock-face schedule can become a dependable service enabling all kinds of trips, including weekend jaunts to the boardwalk or capitol. (4) Coordinate with external agencies. If a bilevel heavy rail option is chosen, it should be designed to be compatible with Caltrain and Amtrak rolling stock and planned around the possibility for one-seat rides on these services. If not, the Pajaro station should be designed with cross-platform transfers between modes in mind from the start.
- It seems to me that a stop at the Watsonville airport would be extremely beneficial for travel. For people looking to charter a private flight or those who are looking to fly into Watsonville airport this would make an excellent place to locate a transit stop for the rail.
- I am spending time in Switzerland right now and I absolutely love the rail system; it empowers me to get my studies and work done without relying upon a car, and I get exercise walking to/from the stations. It's a shame that a dependable, safe, clean rail system doesn't exist in the USA.
- It appears there are no stops after Aptos Village and before downtown Watsonville. I hope this is not accurate, because there should be stops for Rio Del Mar (there's a high school at that exit) and Larkin Valley exit for Seascapes - the community & resort. Tourists visiting the resort can pay a

non-locals fee to ride and it can bring in more funding and be a great way for visitors to experience the area in a safe way that doesn't contribute to traffic. There's also La Selva Beach, the library etc. please don't forget about South County residents and needs. And, please ensure safe passage across the trail for wildlife to prevent accidents and further damage to their environment. Thank you.

- The only negative is how long it's taking. Having older kids that commute around the county, this is a must! Anyone that wants to avoid a car and knows how ridiculous of an idea of is to ride a bike daily from Aptos (or Watsonville for that matter) to SC everyday will benefit. I own a car and for ease of use would occasional hit a bus. With this? I'll take rail all the time, and guaranteed thousands of others feel the same. We've seen it in the voting already. PUSH. THIS. THROUGH. Only way to fix commute issue realistically.
- Will these trains use of overhead electrical wires and pantographs?
- Please consider purchasing an EMU with overhead wires, RATHER then purchasing a hydrogen or battery electric street car (ex: Contra Costa showcase). Santa Cruz County needs a train that is fast and reliable. Hydrogen and battery electric trains do not fit that definition (and are both unpopular and unproven to work for a regional system), and would be more expensive over time then installing overhead wires.
- The California State Transportation Agency (CalSTA) Climate Action Plan for Transportation Infrastructure (CAPTI) details how the state recommends investing billions of discretionary transportation dollars annually to aggressively combat and adapt to climate change while supporting public health, safety and equity. The plan states that the following: Transitioning to a cleaner transportation system must reach the most vulnerable Californians. Car ownership has become an expensive necessity for many low- income Californians to access jobs, education, and other opportunities. The transition to a zero- emission transportation system cannot leave these Californians behind. Strengthening our commitment to social and racial equity by reducing public health and economic harms and maximizing community benefits to disproportionately impacted disadvantaged communities, low- income communities, and Black, Indigenous, and People of Color (BIPOC) communities and involve these communities early in decision-making. The California Transportation Plan 2050 (CTP 2050) was submitted to the Federal Government stating: California Transportation Plan 2050 (CTP 2050) aims to advance social equity by actively directing support, resources, and protections to disadvantaged communities, and ensuring that the highest quality transportation options are available to those who need them most. The disparities that disadvantaged communities experience today are due in part to exclusion from transportation planning, engagement, and the decision-making processes. California must strive for a transportation system that is equitable, safe, sustainable, integrated, and efficient for all. The wealth gap between rich and poor Californians has been growing yearly. Stagnant wages, paired with a rising cost of living, have heightened the economic burden on California's low- and middle-income residents. Public transportation plays a vital role by providing access to work, school, shopping, and services. These systems help reduce congestion and GHG emissions by providing an affordable alternative to driving. By improving transit systems, and access to transit, we can improve health, quality of life, and access to opportunity across communities.
- This project has been a long time coming and the time to move forward is now. It's not like we need to wait for auto traffic to get significantly worse to need alternatives. That said, the devil is in the details. There are good rail systems and bad systems, and the differences can look small. 1.





For instance, level boarding is key. Steps will reduce functionality enough by reducing accessibility and slowing everything down to the point that the system won't be useful enough to justify the cost. dwell times need to be short! Get this right! 2. Frequent service. 15 minute headways would be ideal, at least at the busiest time of day. If you don't have to check a schedule, it's true mass transit. 3. Coordination with Metro. At just about every station, you should find a bus waiting that runs a circulator route and accesses a mile or two to either side of the rail line. 4. Working towards completely car-free travel, door to door. A bike ride to a station, or walk to bus to station, or similar should work for many people. Parking near the station should be a non-issue as much as possible. I've been working on this project for 20 years, I want to see it built and running in my lifetime! I'm 66 years old.

- Please emphasize the value of the rail line as essential infrastructure in the face of climate-related disasters and associated response and recovery capabilities. Please recognize the trail's value added to rail transit as an extension of the passenger rail service, providing first and last-mile solutions. Thus far, all trail planning and construction has benefitted only those north of Rio Del Mar, and that's not equitable. Please expedite work so that South County can see some value soon. Thank you for all you are doing.
- Thank you for your continued work on this important project
- I fully support rail and trail, and my only objection is to how long it is taking to implement.
- I support the program and urge that we work towards completion swiftly. As a senior citizen who will not be driving for much longer, a person who travels to Watsonville often to visit family, I would benefit from the rail /trail service. Our community would benefit. We are in need of improved public transportation.
- I submitted comments on the previous screen. Were those received? Thanks for confirming.

SCCRTC  
Santa Cruz Branch Rail Line  
Zero Emission Passenger Rail & Trail Project  
Existing Structures & Draft Project Approach

## Existing Bridges

Count	Current MP	Crossing Name / Type	Original Bridge Description	Year Constructed per Southern Pacific RR Records	Existing Span Type	Existing Deck Type	Approach
1	0.86	Drainage	14 panel OD trestle	1940	Timber	Open Tie	REPLACE
2	1.06a	Pajaro River	13 panel OD trestle	1950	Timber	Open Tie	REPLACE
3	1.06b	Pajaro River	5 - 60' TPG-OD	1906	Steel Thru-Plate Girder	Open Tie	REPLACE
4	1.06c	Pajaro River	6 panel OD trestle	1950	Timber	Open Tie	REPLACE
5	4.45	Watsonville Slough	4 panel OD trestle	1932	Timber	Open Tie	REPLACE
6	4.87	Harkins Slough	13 panel BD trestle	1909	Timber	Ballast	REPLACE
7	5.42	Drainage	1 panel BD trestle	1904	Timber	Ballast	REPLACE
8	5.54	Drainage	9 panel BD trestle	1923	Timber	Ballast	REPLACE
9	6.01	Drainage	6 panel BD trestle	1926	Timber	Ballast	REPLACE
10	6.14	Drainage	2 panel BD trestle	1926	Timber	Ballast	REPLACE
11	6.25	Drainage	8 panel BD trestle	1909	Timber	Ballast	REPLACE
12	8.32	Drainage	1 panel BD trestle	1916	Timber	Ballast	REPLACE
13	8.64a	San Andreas Road UX	PT concrete BD	1975	Concrete	Ballast	KEEP EXIST *
14	8.64b	Drainage	8 panel OD trestle	1932	Timber	Open Tie	REPLACE
15	9.09	Leonard Gulch La Selva Beach	30', 60', 30', 70', 5 - 30' DPG-OD	1927	Steel Deck Plate Girder	Open Tie	KEEP EXIST *
16	10.45	Drainage (Bush Gulch)	16 panel BD trestle	1928	Timber	Ballast	REPLACE
17	11.16	Drainage (Dry Creek)	16 panel BD trestle	1928	Timber	Ballast	REPLACE
18	12.30	Hwy 1 / Cabrillo Hwy UX	2 - 44' steel beam BD skewed	1948	Steel Beam	Ballast	REPLACE
19	12.34	Valencia Creek	Steel DPG OD	1969	Steel Deck Plate Girder	Open Tie	REPLACE
20	12.39	Soquel Drive UX	60' DPG-OD	1925	Steel Deck Plate Girder	Open Tie	REPLACE
21	12.71a	Aptos Creek	Steel DPG OD	1969	Steel Deck Plate Girder	Open Tie	REPLACE
22	12.71b	Soquel Drive UX	Steel TPG OD		Steel Thru-Plate Girder	Open Tie	REPLACE
23	12.83	Hwy 1 / Cabrillo Hwy UX	2 - 68'-8" TPG-BD	1948	Steel Thru-Plate Girder	Ballast	REPLACE
24	14.85	New Brighton Beach UX	2 span concrete	1971	Concrete	Ballast	REPAIR *
25	15.89a	Capitola Avenue	3 span concrete	1970	Concrete	Ballast	KEEP EXIST *
26	15.89b	Soquel Creek	15 panel OD trestle	1904	Timber	Open Tie	REPLACE
27	15.89c	Soquel Creek	148'-6" DTP-OD	1903	Steel Deck Truss	Open Tie	REPLACE
28	15.89d	Soquel Creek	OD trestle	1904	Timber	Open Tie	REPLACE
29	15.89e	Wharf Road	1 span concrete	1971	Concrete	Ballast	REPAIR *
30	17.3	Rodeo Gulch	8 span concrete	1977	Concrete	Ballast	REPAIR *
31	18.84	Woods Lagoon	7 span concrete	1970	Concrete	Ballast	REPAIR *
32	19.43a	San Lorenzo River	2 - 120' TTR-OD	1904	Steel Thru Truss	Open Tie	REPLACE
33	19.43b	San Lorenzo River	60'-3" DPG-OD		Steel Deck Plate Girder	Open Tie	REPLACE

\* Currently slated for repair/retrofit/strengthening based on condition, but could change based on other factors, such as capacity rating and functionality needs.

## List of Acronyms

Acronym	Explanation
BD	Ballast Deck
DPG	Deck Plate Girder
DTR	Deck Truss
OD	Open Deck
TPG	Thru-Plate Girder
TTR	Thru Truss
UX	Under Crossing



**TO:** Regional Transportation Commission

**FROM:** Tommy Travers, Transportation Planner

**RE:** 2050 Santa Cruz County Regional Transportation Plan – Goals and Policies

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## **RECOMMENDATIONS**

Staff recommends that the Regional Transportation Commission review and approve the draft goals and policies for the 2050 Santa Cruz County Regional Transportation Plan.

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## **BACKGROUND**

As the regional transportation planning agency (RTPA) for Santa Cruz County, the Regional Transportation Commission (RTC) is responsible for developing, implementing, and regularly updating the Regional Transportation Plan (RTP) for Santa Cruz County. The RTP is a state-mandated plan that identifies transportation needs in Santa Cruz County over the next twenty-plus years. It estimates the amount of funding that will be available over this timeframe and identifies a financially constrained priority list of projects.

This planning effort is a critical component to project implementation as it provides a forum for setting the direction of transportation in our county over the long-term, it positions our community to receive federal, state, or local funding for projects, and it helps facilitate collaboration on projects. Individual projects listed in the RTP can only be implemented as local, state, or federal funds become available. The RTPs adopted by RTPAs in Santa Cruz, Monterey, and San Benito counties are incorporated into the federally-mandated Metropolitan Transportation Plan, which is prepared by the Association of Monterey Bay Area Governments.

The 2024 Public Participation Plan and the Work Plan for the 2050 RTP were approved by the RTC at its August 2023 meeting.

## **DISCUSSION**

The current 2045 RTP was adopted by RTC in 2022 at the same time as the 2045 Metropolitan Transportation Plan (MTP) was adopted by Association of Monterey Bay Area Governments. The next Santa Cruz County RTP as well as the next MTP are scheduled for adoption in June 2026. These documents will provide transportation plans through 2050.

The Santa Cruz County Regional Transportation Plan consists of three main elements:

- The Policy Element identifies the goals, policies, and measurable outcomes (i.e. targets) that help guide transportation funding decisions and prioritization.
- The Financial Element identifies funds anticipated to be available for transportation projects and the outstanding funding needs over the next twenty-plus years.
- The Action Element of the RTP identifies specific projects and programs that could be funded with the projected funds identified in the Financial Element ("constrained") and which projects and programs would require new revenues beyond those anticipated over the period covered by the RTP ("unconstrained").

### **Policy Element**

The 2050 Santa Cruz County RTP, through its goals and policies, continues RTC's focus on long-range planning via a sustainability framework. It frames RTC's work to expand options for residents and visitors to access their daily needs in a way that promotes equity, protection of the natural environment, and investment in the local economy. It starts with the development of goals and policies which are then used to develop the list of projects appropriate to fund.

Staff proposes to revise the goals and policies from the 2045 RTP in ways intended to address the following concerns:

- Simplify the goals so that each one is clearer and more understandable.
- Strengthen the RTP's emphasis on climate resiliency, social equity, and safety.

### **Input Received on Draft Goals & Policies**

Outreach was conducted to encourage input on the draft goals and policies (Attachment 1) from a wide sector of the community. Input was solicited at public meetings of the RTC advisory committees (Interagency Technical Advisory Committee, Bicycle Advisory Committee, and Elderly & Disabled Transportation Advisory Committee). Information has also been available on the RTC website about the 2050 RTP, encouraging the public to provide input on the goals and policies and their purpose. Large email distributions, RTC Website News, a press release, social media, and community newsletters were also used to direct people to the RTC website to provide their input. A survey was available online as well as at two community events. The survey results are provided as Attachment 2.

The draft goals and policies were revised based on the survey and comments from the public and advisory committees.

The goals and policies for the 2050 RTP will be used to develop the project list, or Action Element, of the plan to ensure that the projects in the list address the goals and policies.

**RTC staff recommends that the Regional Transportation Commission review and approve the draft goals and policies for the 2050 RTP (Attachment 1).**

## **NEXT STEPS**

- March-June 2024: A call for projects to project sponsors to submit an updated list of transportation needs in their jurisdictions. New project ideas will also be solicited from the public and RTC advisory committees; staff will provide new ideas to project sponsors for consideration in developing their lists.
- May-June 2024: Draft targets to be presented to the RTC committees and public for input and then to the RTC.
- August 2024: A complete list of transportation needs for Santa Cruz County through 2050 will be brought to the RTC for input and approval.
- August 2024-February 2025: Evaluate transportation projects based on the ability to advance the transportation plan goals. The draft financially constrained project list will be brought to the RTC for approval in February 2021.
- February 2025: RTC staff will provide Association of Monterey Bay Area Governments with the financially constrained project list for development of the 2050 MTP.
- March-December 2025: Development of the Environmental Impact Report (EIR) for the RTP and MTP.
- December 2025: Draft 2050 RTP as well as the RTP/MTP EIR will be released
- December 2025-May 2026: Comments will be received from the public on the 2050 RTP and the RTP/MTP EIR.
- June 2026: Final 2050 RTP and the RTP/MTP EIR scheduled for adoption.

## **FISCAL IMPACT**

Production of the 2050 Regional Transportation Plan is included in the RTC's budget and work program and does not have any additional fiscal impacts.

## **SUMMARY**

The draft goals and policies for the 2050 RTP (Attachment 1) are an update to the 2045 RTP goals and policies. Staff has received, considered, and incorporated input on the draft goals and policies from RTC advisory committee members, partner agencies, and the public. **RTC staff recommends that the RTC approve the draft 2050 RTP goals and policies.**

Attachments:

1. Draft Goals & Policies
2. Public Survey Summary

Planning/Shared Documents/2050 RTP (2026)/Staff Reports/RTC/2024-04/SR-Apr2024RTC-2050RTP-Goals&Policies.docx

## **2050 Santa Cruz County Regional Transportation Plan DRAFT Goals and Policies**

### **Goal 1**

**Reduce vehicle miles traveled (VMT) in order to establish livable communities that improve people's access to their regular needs.**

#### **Policies**

- 1.1 Prioritize funding to improve multimodal access to and within key destinations<sup>1</sup> for all ages and abilities.
- 1.2 Ensure network connectivity by closing gaps in the bicycle, pedestrian, and transit networks.
- 1.3 Develop dedicated transit facilities that will improve transit access and travel time and will promote smart growth and transit-oriented development.
- 1.4 Plan and fund projects that create a human-centered transportation system.
- 1.5 Support land use decisions that locate new development close to existing services, particularly those that serve transportation disadvantaged populations.

### **Goal 2**

**Eliminate transportation related fatalities and serious injuries for all transportation modes.**

#### **Policies**

- 2.1 Prioritize funding for safety projects and programs that will result in the county experiencing zero traffic-related deaths and serious injuries, or Vision Zero.
- 2.2 Encourage projects that improve safety for youth, vulnerable users, and transportation disadvantaged populations.
- 2.3 Support projects that provide access to emergency services.
- 2.4 Support project design that reduces the potential for serious injury or death by mitigating human mistakes, encouraging safer behaviors, and facilitating safe travel by the most vulnerable users.

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<sup>1</sup> Key destinations for Santa Cruz County residents may include employment and commercial centers, schools, healthcare, coastal access, and parks.

- 2.5 Incorporate transportation system security and emergency preparedness into transportation planning and project and program implementation.

## **Goal 3**

**Deliver transportation improvements and maintenance cost effectively and responsive to the needs of all users of the transportation system.**

*The manner in which access and safety policies referenced in Goal #1 and Goal #2 are delivered can impact cost-effectiveness, ecological function, and distribution of benefits amongst population groups.*

### **Policies**

- 3.1 Prioritize transportation projects that cost-effectively improve access for all and provide sustainable transportation trips.
- 3.2 Maintain and operate the existing transportation system cost-effectively and in a manner that adapts the current transportation system to maximize existing investments.
- 3.3 Improve coordination between agencies in a manner that improves efficiencies and reduces duplication (e.g., paratransit and transit, road repairs, signal synchronization, Transportation Demand Management programs).
- 3.4 Implement Transportation System Management programs and projects on major roadways across Santa Cruz County that increases the efficiency of the existing transportation system.
- 3.5 Support new or increased taxes and fees that reflect the cost to operate and maintain the transportation system.
- 3.6 Enhance local economic activity through improving freight mobility, reliability, efficiency, and competitiveness.
- 3.7 Solicit broad public input on all aspects of regional and local transportation plans, projects, and funding actions.

## **Goal 4**

**Establish a climate-resilient transportation system that anticipates, adapts to, and mitigates the impacts of climate change.**

### **Policies**

- 4.1 Deliver transportation investments in a way that reduces climate change impacts, increases tree canopy, where appropriate, improves habitat and water quality, and enhances sensitive areas.

- 4.2 Adapt the transportation system to withstand climate change impacts such as sea level rise, extreme weather events, and changes in temperature and precipitation patterns.
- 4.3 Reduce greenhouse gas emissions to mitigate climate change impacts by planning and funding projects that reduce vehicle miles traveled (VMT).
- 4.4 Expand transportation demand management programs that decrease the number of vehicle miles traveled and result in mode shift.
- 4.5 Incorporate climate change projections into transportation planning and decision-making to proactively address potential risks and vulnerabilities.

## **Goal 5**

**Ensure that plans, investments, policies, and transportation decisions will reduce disparities for historically and systemically marginalized, underserved, and excluded populations.**

*Such populations include people with low incomes, people with disabilities, communities of color, and other transportation disadvantaged and equity priority communities.*

### **Policies**

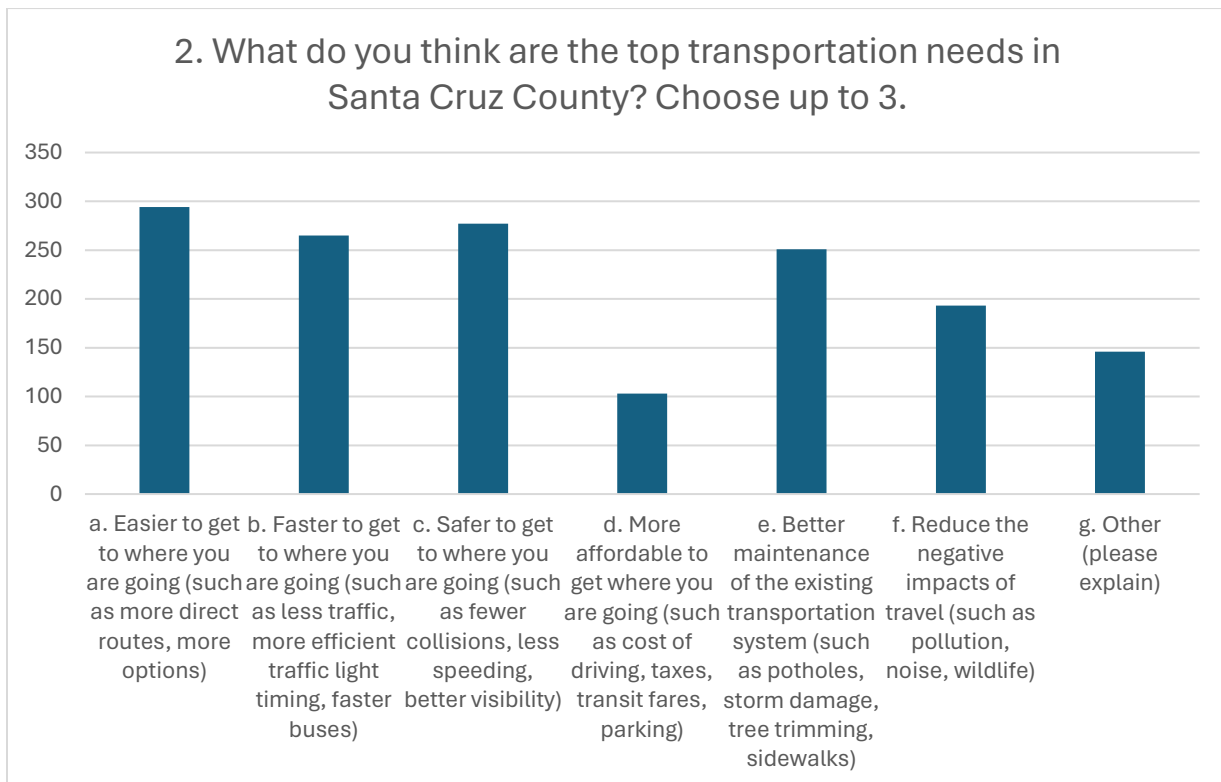
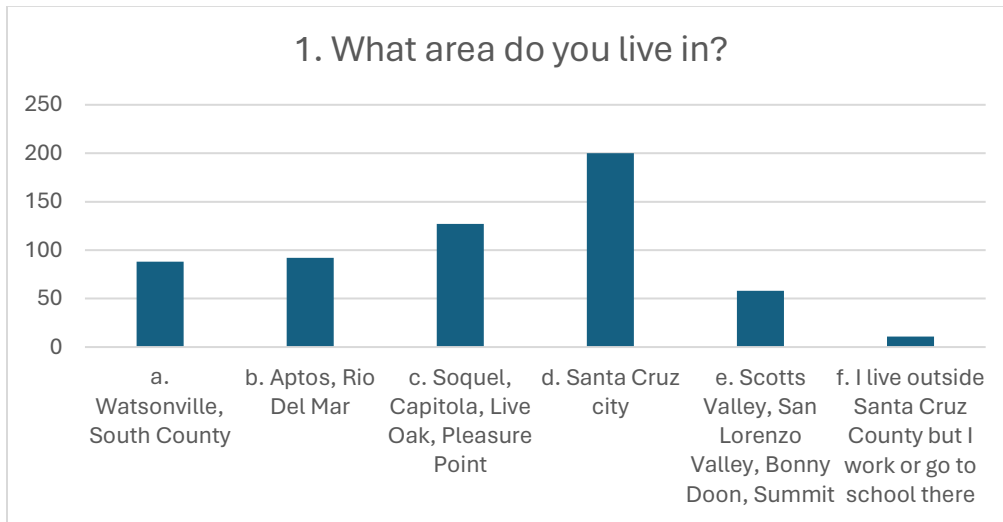
- 5.1 Demonstrate that planned investments will reduce disparities in safety and access for transportation disadvantaged populations.
- 5.2 Maximize input and decision-making for transportation plans and projects within disadvantaged populations.
- 5.3 Prioritize funding for climate resilient transportation projects in areas with high concentrations of disadvantaged populations.
- 5.4 Mitigate the displacement impacts of transportation improvements on low-income residents and local small businesses.
- 5.5 Prioritize transportation investments serving low-income neighborhoods and new affordable housing projects.

## Goals and Policies Survey results

Survey was disseminated online as well as at two in-person events (Santa Cruz & Watsonville)

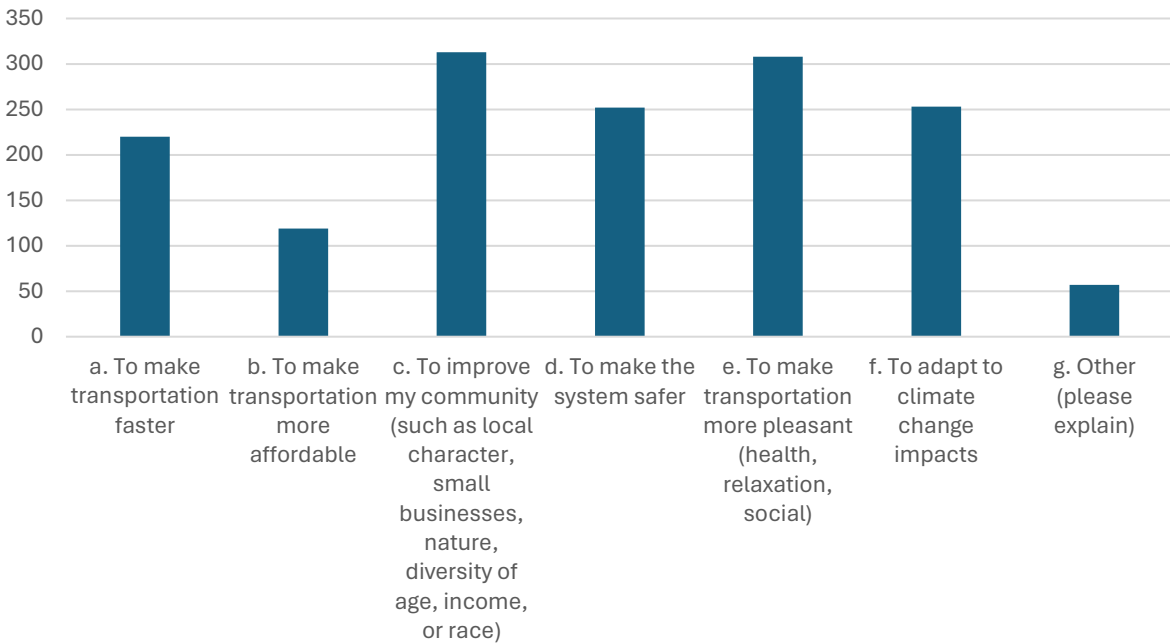
Number of participants: 579

Results:

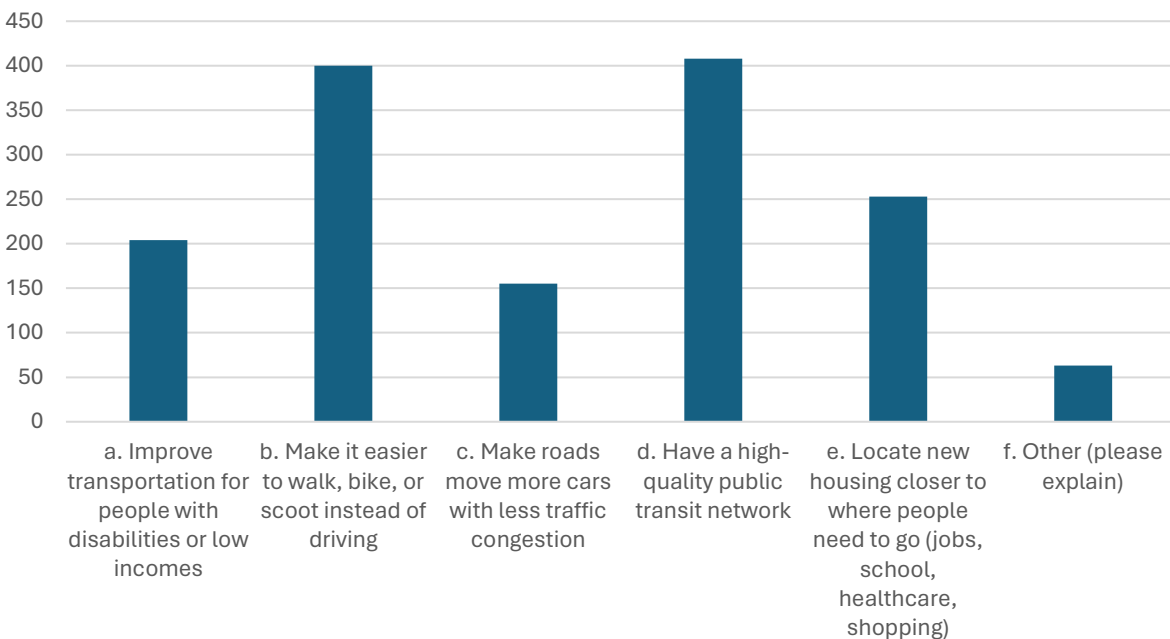




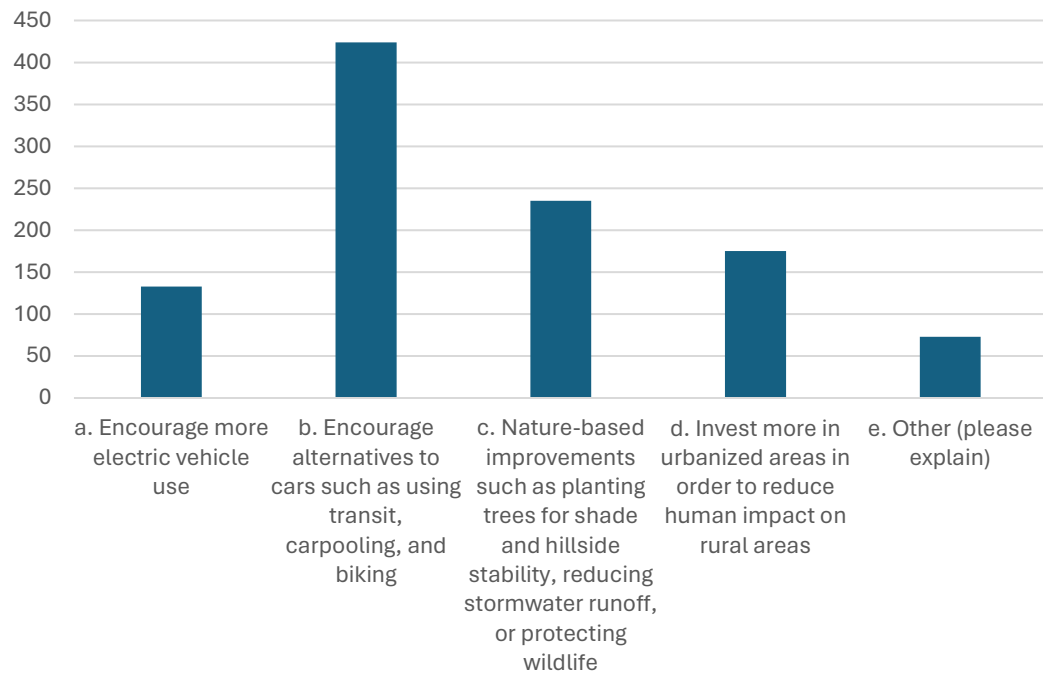
3. What are the main reasons you chose the needs in the previous question? Choose up to 3.



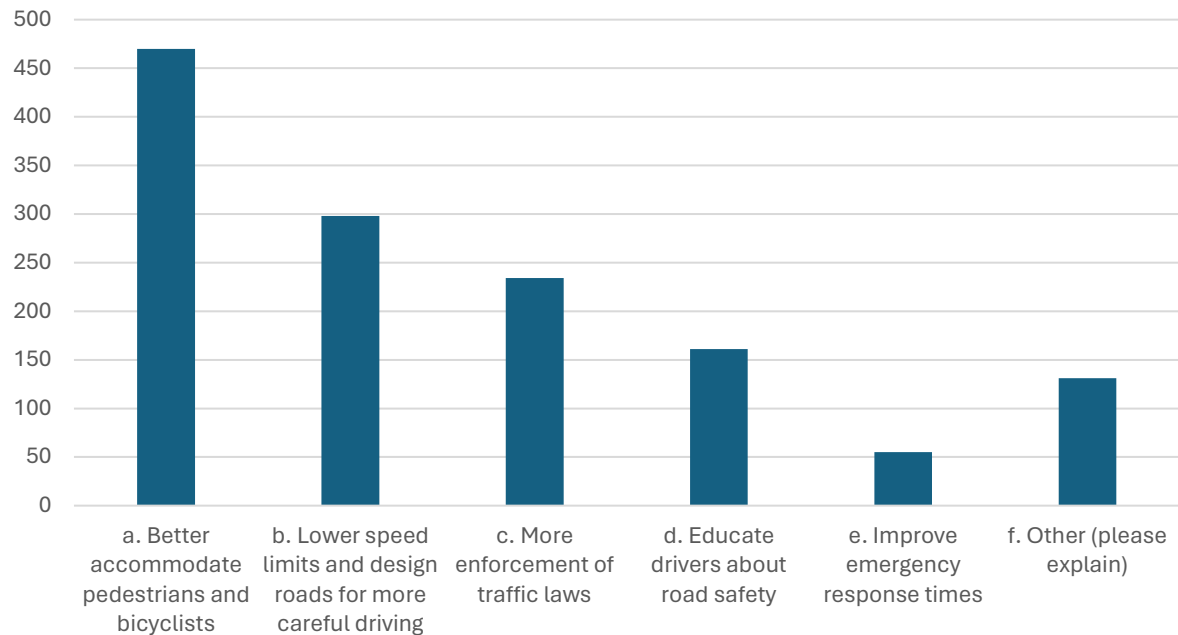
4. In your opinion, which of the options below does the most to make a more livable community where residents can access their daily needs? Choose up to 3.



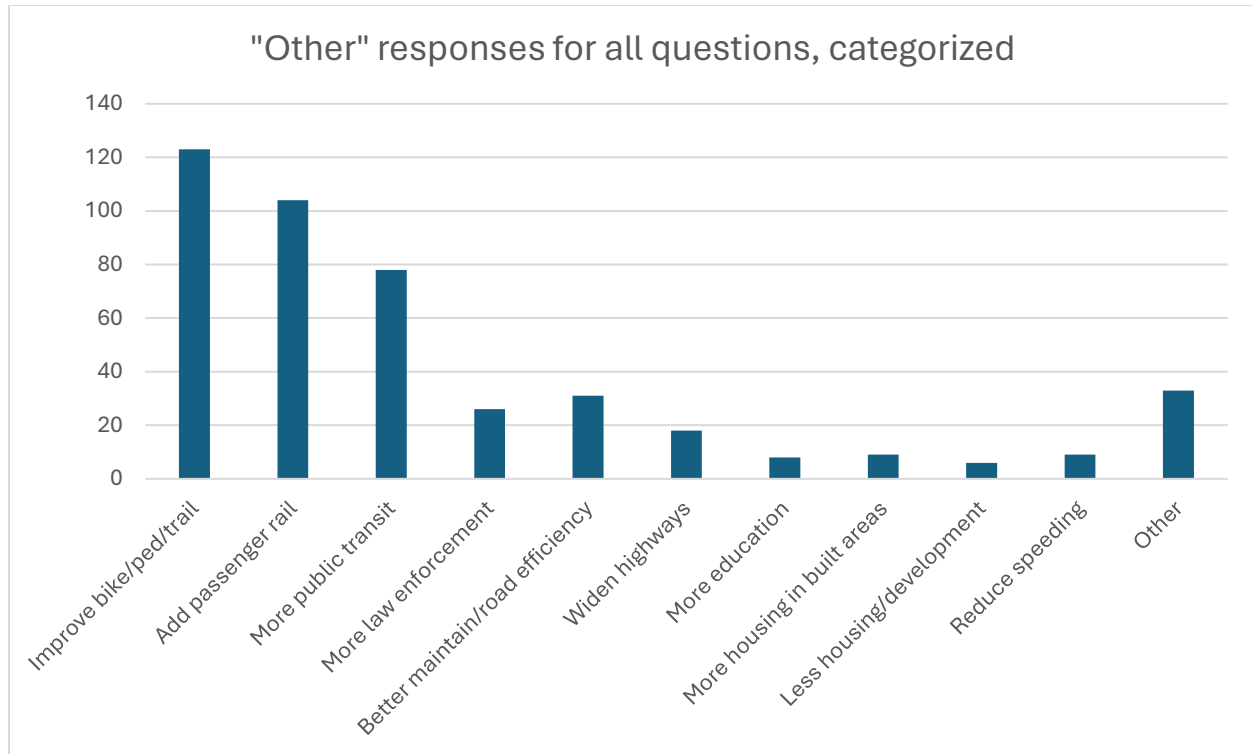
5. How should transportation be planned to protect the natural environment? Choose up to 2.



6. What are the most important things we can do to improve road safety? Choose up to 3.



A large number of “other” responses were provided, especially to #2 (top transportation needs in the county) and #6 (safety ideas). However, the vast majority of these responses either reiterated one of the existing choices or expressed a more specific response than was called for in the question, rather than introduce new ideas.



**TO:** Regional Transportation Commission

**FROM:** Tracy New, Director of Finance and Budget

**RE:** Fiscal Year (FY) 2024-25 Proposed Budget

---

## **RECOMMENDATIONS**

The Budget and Administration/Personnel Committee and staff recommend that the Santa Cruz County Regional Transportation Commission (RTC):

1. Adopt the attached resolution (Attachment 1) approving the proposed FY 2024-25 RTC and Measure D budgets as shown on Exhibit A of Attachment 1;
  2. Accept the Transportation Development Act (TDA) revenue forecast for FY 2024-25 provided by the County Auditor (Attachment 2);
  3. Accept the Measure D revenue forecast for FY 2024-25 provided by Hinderliter de Llamas Services (Attachment 3);
  4. Accept the 30-year revenue projection which incorporates the Hinderliter de Llamas forecast for FY 2024-25 (Attachment 4); and
  5. Accept the 5-year revenue estimates for the Measure D recipients which incorporate the Hinderliter de Llamas forecast for FY 2024-25 and calculation of the revenue distribution for local jurisdictions with updated data (Attachment 5).
  6. Adopt the attached resolution (Attachment 6) approving the updated effective April 1, 2024, pay rate schedule that incorporates all RTC approved Memorandum of Understanding (MOU) and non-represented pay rate increases to date as shown on Exhibit A of Attachment 6.
- 

## **BACKGROUND**

At the beginning of each calendar year, staff prepares a proposed Regional Transportation Commission (RTC) and Measure D budget for the following fiscal year. The proposed budget is presented to the Budget and Administration/Personnel (B&A/P) Committee for review and recommendation to the RTC. Early budget approval allows the RTC to inform claimants of projected apportionments of Transportation Development Act (TDA) funds and

projection of Measure D funds for their use in developing their organizations' budgets.

## DISCUSSION

The FY 2024-25 budget proposed for RTC and Measure D reflect the most recent revenue projections from the Santa Cruz County Auditor for Transportation Development Act (TDA) revenues, State Controller's Office of California for State Transit Assistance (STA) and State of Good Repair (SGR) revenues, and Hinderliter de Llamas (HdL) for Measure D revenues.

### Transportation Development Act (TDA) Reserves and Apportionments

#### Estimates and Apportionments

State law requires county auditors to submit annual estimates of the ¼-cent TDA sales tax revenue generation to the RTC by February 1st.

The FY 2024-25 TDA estimate from the county auditor reflects their outlook on how actual FY 2023-24 revenues will come in 0.4% lower than previously estimated based on results year to date. The county auditor's revised estimate for FY 2023-24 is \$12,202,329 based on actual receipts as of January 2024. The FY 2023-24 revised estimate is \$50,330 (-0.41%) lower than the January 2023 estimate for FY 2023-24 of \$12,252,659.

The FY 2024-25 Transportation Development Act revenue estimate is \$12,332,348, \$69,689 (+0.57%) higher than the FY 2023-24 January 2023 estimate as shown in table 1.

Table 1

County Auditor Estimate for FY 2023-24 and FY 2024-25				
	FY 2023-24 (Jan '23)	FY 2024-25 (Jan '24)	\$ difference	% change
	12,252,659	12,322,348	69,689	0.57%
County Auditor Estimate for FY 2023-24 (Revised) based on YTD Actuals				
	FY 2023-24 (Jan '23)	FY 2023-24 (Jan '24)		
	12,252,659	12,202,329	(50,330)	-0.41%

TDA actual revenue from FY 2014-15 through FY 2022-23 and estimated revenues for FY 2023-24 and FY 2024-25 are shown in Attachment 2.

TDA apportionments for the cities and the county can vary each year based on forecasts of revenue and population. In FY 2024-25, apportionments are based on population estimates as of January 2023 prepared by the State Department of Finance in May 2023 as shown in table 2.

Table 2 Claimant	Percentage *		
	1/1/2023	1/1/2022	Difference
City of Capitola	3.67%	3.67%	0.0%
City of Santa Cruz - Non Transit	24.13%	24.04%	0.1%
City of Scotts Valley	4.53%	4.52%	0.0%
City of Watsonville	19.03%	19.01%	0.0%
County of Santa Cruz (Unincorporated)	48.64%	48.76%	-0.1%
	100.0%	100.0%	

\*Based on population from DOF

### TDA Reserves

The TDA reserve target established in the RTC Rules and Regulations is 8% of budgeted revenues. In FY 2022-23 revenues came in \$556,262 lower than was estimated, TDA reserves were used to meet the RTC's apportionment commitments. Therefore, the 8% reserve target was not met for FY 2023-24. To account for this use of TDA reserves and replenish the reserve fund, the proposed FY 2024-25 budget adds \$561,390 to meet the 8% TDA reserve target based on the estimated revenues for FY 2024-25.

FY 2024-25

\$ 985,788 FY 2024-25 Reserve target (\$12,322,659 \* 8%)

\$ (424,398) FY 2023-24 Estimated Carryover (accounting for FY 2022-23 funds)

\$ 561,390 Amount allocated to meet 8% reserve target

### **RTC Reserves**

In its Rules and Regulations, the RTC also established a reserve fund goal of 30% of RTC operating costs for the RTC fund. With this proposed FY 2024-25 budget, it is estimated that the carryover reserve from FY 2023-24 will meet this target.

### **State Transit Assistance (STA)**

The January 2024 State Controller's State Transit Assistance estimate for FY 2024-25 was \$931.305 million in STA funds statewide, this represents a decrease of \$23.65 million, or -3.3%, compared to their August 2023 FY 2023-24 \$963.433 million estimate.

Based on the State Controller's January 2024 estimate, the RTC and eligible transit operators in Santa Cruz County would receive approximately \$5,985,332 million (\$3,133,641 million in population-based (Public Utilities Code (PUC) 99313) and \$2,851,691 million in revenue-based (PUC 99314)).

The FY 2024-25 \$5,985,332 estimate is \$206,128 (-3.3%) lower than the FY 2023-24 \$6,191,813 estimate.

### **State of Good Repair (SGR) Program**

Senate Bill (SB) 1 established the State of Good Repair Program which is expected to make approximately \$831,554 available in FY 2024-25 for transit capital state of good repair projects in Santa Cruz County. The estimated State of Good Repair revenues represent an increase of \$24,223, or 3.0%, increase over the August 2023 \$807,331 estimate for FY 2023-24.

The funds from this program follow the same state-wide distribution formulas and policies as the State Transit Assistance Program, with a revenue-based and population-based formulaic-distribution. Recipients of State of Good Repair Program funds must have their projects pre-approved by the RTC and Caltrans. Caltrans is expected to release guidelines for FY 2024-25 this summer and staff anticipates returning to the RTC in the fall with a recommendation to program these funds to transit projects.

### **Staffing**

The staffing budget accounts for all associated costs including salaries, pension, employer taxes, health benefits, and retiree health costs. The RTC offers a defined benefit retirement plan (pension) and retiree health benefits known as "Other Post Employment Benefit (OPEB)". Both benefits are provided through the California Public Employees Retirement System (CalPERS).

The FY 2024-25 RTC proposed budget includes \$165,000 for contributions to the RTC's California Employers' Pension Prefunding Trust (CEPPT) Fund and additional discretionary payment to the CalPERS unfunded accrued pension liability. The proposed budget also includes a \$137,745 contribution to the RTC's California Employers' Retiree Benefit Trust (CERBT) Fund. These payments reduce the unfunded liabilities and lead to lower required payments.

The FY 2024-25 proposed budget includes \$900,852 for additional staffing in the Community of RTC Employees (CORE) bargaining unit, step increases and promotions for current staff, and assumptions for Cost-of-Living Adjustments and benefits.

### **Salary Schedule**

The California Public Employees' Retirement System (CalPERS) reinforces the requirement under California Government Code (GC) section 20636(d) that "Notwithstanding any other provision of law, payrate and special compensation

schedules, ordinances, or similar documents shall be public records available for public scrutiny". Additionally, the California Code of Regulations (CCR) 570.5 specifies the required elements necessary to meet the definitions of a publicly available pay schedule.

To comply with both California Government Code (GC) 20636(d) and California Code of Regulations (CCR) 570.5, staff requests approval and confirmation of the updated comprehensive pay rate schedule effective April 1, 2024, as shown in Exhibit A of Attachment 6.

## **Measure D**

The RTC is required to allocate, administer, and oversee the expenditure of all Measure D revenues which are not directly allocated by formula to other agencies, consistent with the Expenditure Plan.

In accordance with the Measure D ordinance, RTC adopted the 2020 Strategic Implementation Plan (SIP) to serve as RTC's plan on how RTC will implement Measure D, and in November 2023 the RTC adopted a 5-year plan for distribution of Measure D revenues to regional projects and programs. The FY 2024-25 budget is developed as an annual plan.

The RTC utilizes the services of Hinderliter de Llamas Companies to forecast Measure D sales tax revenues. Hinderliter de Llamas provides the RTC with market information, trends, audit of the Measure D tax receipts and revenue projections.

Hinderliter de Llamas forecasts an increase of 2.1% in FY 2024-25 as the higher cost of utilities, food, and other necessities limit dollars available for discretionary and non-essential items.

### **Table 4: HdI Santa Cruz County Measure D as of January 2024**

#### **3 Year Transactions and Use Tax Estimate**

FY2023-24*		FY2024-25		FY2025-26		FY2026-27	
Budgeted		Projection	%	Projection	%	Projection	%
27,114,358		27,687,257	2.1%	28,489,889	2.9%	29,318,091	2.9%

\*Table 4 reflects the Hinderliter de Llamas January 2024 estimate for FY 2024-25.

Table 5 provides a comparison of the proposed FY 2024-25 budget to the FY 2023-24 approved budget.



**Table 5: FY 2023-24 & 2024-25 Measure D Budget**

	FY 23-24 Approved 12/7/23	FY 24-25 Proposed 4/4/24	% change
Recipients of Measure D Revenue			
Administration & Implementation	815,333	662,104	-18.79%
<u>Distributions to Investment Categories per Ordinance</u>			
Neighborhood 30%*	7,889,708	8,107,546	2.76%
Highway Corridors 25%	6,574,756	6,756,288	2.76%
Transit/Paratransit 20%	5,259,805	5,405,031	2.76%
Active Transp 17%	4,470,834	4,594,276	2.76%
Rail Corridor 8%	2,103,922	2,162,012	2.76%
Total Revenues	27,114,358	27,687,257	2.11%

\* Includes Highways 9 & 17

Notably, Measure D – Neighborhood category revenues are distributed to cities and the County of Santa Cruz for projects approved by those agencies, typically as part of their annual budgets. The formula is adjusted annually, in accordance with the Measure D Ordinance, based on the latest population, road miles, and Measure D revenue generation numbers, as shown in Attachment 5. In FY 2024-25 apportionments are based on population estimates as of January 2023 prepared by the State Department of Finance in May 2023.

### **FY 2024-25 Proposed Budget Recommendations**

The proposed FY 2023-24 budget is balanced and includes the funding to meet the RTC's state and federally mandated responsibilities as well as continue the RTC's priority transportation projects and programs such as:

- Delivery of Highway 1 Auxiliary Lanes and Bus on Shoulder Projects, between 41st and Soquel, Bay/Porter and State Park, and State Park and Freedom interchanges;
- Delivery of Monterey Bay Sanctuary Scenic Trail (MBSST) Network segments;
- Infrastructure preservation and preventative maintenance of the Santa Cruz Branch Rail Line (SCBRL);
- Concept Report for Zero Emission Passenger Rail on the SCBRL
- Implementation of the Highway 9 San Lorenzo Valley Complete Streets corridor plan;
- Implementation of the Cruz511 motorist information and TDM program;
- Special transportation planning projects to meet federal and state requirements and qualify for funds for transportation projects;

- Implementation of the 2045 Regional Transportation Plan (RTP) and production of the 2050 Regional Transportation Plan;
- Continued implementation of the Freeway Service Patrol (FSP) Safe on 17 programs;
- Continued implementation of a new transportation funding sources with Measure D;
- Continue working to increase state and federal funding for Santa Cruz County transportation needs; and
- Continued responsible and prudent management of resources, which includes regular audits and funding of Section 115 trusts for pension and retiree health liabilities.

**Therefore, the Budget and Administration/Personnel (B&A/P) Committee and staff recommend that the Santa Cruz County Regional Transportation Commission (RTC):**

- 1. Adopt the attached resolution (Attachment 1) approving the proposed FY 2024-25 RTC and Measure D budgets as shown on Exhibit A of Attachment 1;**
- 2. Accept the Transportation Development Act (TDA) revenue forecast for FY 2023-24 provided by the County Auditor (Attachment 2);**
- 3. Accept the Measure D revenue forecast for FY 2023-24 through FY2027-28 provided by HDL Services (Attachment 3);**
- 4. Accept the 30-year revenue projection which incorporates the HDL forecast for FY 2023-24 (Attachment 4); and**
- 5. Accept the 5-year revenue estimates for the Measure D recipients which incorporate the HDL forecast for FY 2023-24 and calculation of the revenue distribution for local jurisdictions with updated data (Attachment 5).**
- 6. Adopt the attached resolution (Attachment 6) approving the updated pay rate schedule effective April 1, 2024, that incorporates all RTC approved Memorandum of Understanding (MOU) and non-represented pay rate increases to date as shown on Exhibit A of Attachment 6.**

## **SUMMARY**

The proposed FY 2024-25 budget and work program for the RTC includes continued delivery of the Highway 1 projects, continuation of on-going RTC projects and programs, and implementation of Measure D. The B&A/P Committee and staff recommend that the RTC adopt the attached resolution (Attachment 1) to approve the proposed FY2024-25 budget; accept Transportation Development Act and Measure D revenue forecast and

estimates (Attachments 2, 3, 4 & 5); and adopt the attached (Attachment 6) approving the updated Fiscal Year 2023/24 pay rate schedule.

Staff will prepare and anticipate presenting a budget amendment for FY 2023-24 and FY 2024-25 in June 2024 to carryover revenues and expenditures to continue work on projects in the next fiscal year. Measure D funds budgeted and programmed will be shifted to future years based on status of project.

Attachments:

1. Resolution approving the proposed Fiscal Year (FY) 2024-25 Budgets (Exhibit A)
2. Actual and Estimated Transportation Development Act Revenues
3. Measure D revenue forecast for FY 2024-25 from HDL Services
4. Measure D 30-year Revenue Projections for 2024
5. Measure D 5-year distribution estimates for Measure D revenue recipients
6. Resolution approving the pay rate schedule effective April 1, 2024 (Exhibit A)

*S:\RTC\TC2024\04\Regular\FY24-25 RTC and Meas D Budgets\FY24-25 Budget SR.docx*

**RESOLUTION NO. -24**

Adopted by the Santa Cruz County Regional Transportation Commission  
on the date of April 4, 2024  
on the motion of Commissioner  
duly seconded by Commissioner

A RESOLUTION APPROVING THE FY 2024-25 REGIONAL TRANSPORTATION COMMISSION (RTC) BUDGET AND WORK PROGRAM AND MEASURE D BUDGET.

WHEREAS, the Santa Cruz County Regional Transportation Commission (RTC) annually adopts a preliminary budget to allow the RTC to continue to operate at the beginning of the new fiscal year and to inform claimants of projected apportionments of Transportation Development Act (TDA) and Measure D funds for their use in developing their organizations' budgets;

WHEREAS, the Santa Cruz County Regional Transportation Commission budgets a contingency reserve as a fiscal planning tool for capital projects;

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

1. The FY 2024-25 Santa Cruz County Regional Transportation Commission (RTC) Budget and Work Program and the Measure D Budget are hereby approved as shown in Exhibit A.
2. The Executive Director is authorized to apportion contingency reserves when approved by the Commission and within the approved GL Key budget.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

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Kristen Brown, Chair

ATTEST:

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Mitch Weiss, Secretary

Attachments: Exhibit A – FY 2024-25 SCCRTC (RTC) Budget and Work Program and Measure D Budget

Distribution: RTC Fiscal



**PROPOSED SCCRTC BUDGET  
FOR THE FISCAL YEAR ENDING  
JUNE 30, 2025**

PROPOSED APRIL 4, 2024

Tracy New  
tnew@sccrtc.org

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## Introduction

The Santa Cruz County Regional Transportation Commission (RTC) is an autonomous regional transportation planning agency headquartered in downtown Santa Cruz. Created in 1972 under the Transportation Development Act (TDA) to carry out transportation responsibilities that cross city-county boundaries in Santa Cruz County, the RTC:

- Sets priorities for major improvements to the transportation infrastructure and network of services, including highways, major roads, bus transit, paratransit, rail, and active transportation facilities;
- Pursues and allocates funding for major capital improvements to all elements of the transportation system, consistent with long-range plans;
- Adopts policies to maximize the efficiency of the current transportation system and improve mobility, access and air quality;
- Plans for future projects and programs to develop a balanced transportation system that addresses all modes, while improving the region's quality of life;
- Informs businesses and the public about actions needed to better manage the existing transportation system; and
- Conducts programs and advocates for increased use of alternative transportation modes.

### Funding and Apportionment

The RTC distributes or is responsible for selecting projects to receive certain state, federal and local funds. General Ledgers with GL Keys and object codes with descriptions are established in the accounting system to track revenues and expenditures separately and by fund purpose for specific projects or programs.

### Formulaic Transit Revenues

Transportation Development Act GL Key 721950 / Fund 76630

State Transit Assistance and State of Good Repair Revenues GL Key 721755 / Fund 76640

Low Carbon Transit Operations Program GL Key 721756 / Fund 76631

The RTC receives Transportation Development Act, State Transit Assistance, and State of Good Repair Program revenues from the state on a monthly or quarterly basis. The funds are wired to the Santa Cruz County Treasury and deposited to the respective fiduciary fund and GL Key by funding source. Annually, the state apportions Low Carbon Transit Operations Program (LCTOP) funds for Santa Cruz County with 50% of funds based on county population (Public Utilities Code (PUC) 99313) and half of the based-on transit operator revenues (PUC 99314). RTC works with Santa Cruz METRO and Community Bridges to submit local transit projects to Caltrans for allocation of the funds.



Revenues for Apportionment		FY 2023-24	FY 2024-25	Difference	Note	% Diff	
	Object	Approved 12/7/23	Proposed 4/4/24				
1	Transportation Development Act (TDA) GL Key 721950:						
2	1/4 Cent Sales Tax	40172	12,252,659	12,322,348	69,689	January 2024 Estimate from County Auditor	0.6%
3	Prev FY Rev Carryover	40172	-	-	-		
4	Interest	40430	10,000	10,000	-		
5	Total TDA	12,262,659	12,332,348	69,689			
6							
7	State Transit Assistance (STA) & State of Good Repair (SGR) GL Key 721755 Revenues:						
8	Interest	40430	250	250	-	State Controller's estimate as of January 2024 for STA. SGR revenue estimates	
9	STA Sec 99313-RTC Discretionary	40886	3,241,745	3,133,641	(108,104)		-3.3%
10	STA Sec 99314-Santa Cruz Metro	40886	2,950,068	2,851,691	(98,377)		-3.3%
11	SGR Sec 99313-RTC Discretionary	42384	422,681	435,363	12,682		3.0%
12	SGR Sec 99314-Santa Cruz Metro	42384	384,650	396,191	11,541		3.0%
13	Total STA	6,999,394	6,817,136	(182,258)			
14							
15							
16	State Transit Assistance (STA) & State of Good Repair (SGR) GL Key 721755 Allocation:						
17	Santa Cruz Metro - STA	75302	5,919,506	5,722,106	(197,400)	91.6% of Sec 99313 STA	
18	Santa Cruz Metro - SGR	75365	607,331	396,191	(211,140)		
19	Community Bridges - STA	75302	272,307	263,226	(9,081)	8.4% of RTC's STA discretionary share	
20	Community Bridges - SGR	75365	200,000	-	(200,000)		
21	Total	6,999,144	6,381,523	(617,621)			
22	Unallocated	250	435,613	435,363			
23							
24							
25							
26	Low Carbon Transit Operations Program (LCTOP) GL Key 721756 Allocation:						
27	Interest	40430	13,397	13,397	-		
28	LCTOP Revenues	40894	285,985	40,460	(245,525)		
29	Allocated		299,382	53,857	(245,525)		
30	Community Bridges	75365	285,985	40,460	(245,525)	Funds distributed in FY2023/24	
31	Total	285,985	40,460	(245,525)			
32	Unallocated	13,397	13,397	0			

## Revenue Apportionment

Eligible recipients of Transportation Development Act (TDA), State Transit Assistance (STA), and SB1-Transit State of Good Repair (SGR) funds submit claims to the Commission for approval. STA funds can be used for planning, public transit, and community transportation services. SGR funds can be used on transit and community transportation services maintenance, rehabilitation, and capital projects. The RTC determines how much of the population formula STA to distribute to public transit and community transportation service operators as part of the annual TDA claims process. The RTC is required to program SGR and LCTOP funds based on criteria set forth by Caltrans Division of Rail and Mass Transit. The LCTOP unallocated funds shown are the revenues available for programming.

Transportation Development Act and other transit funds help the RTC implement Regional Transportation Plan goals and targets related to improving access and mobility, reducing pollution, and increasing transit ridership, improving health, equity, economy, and system preservation.

Apportionment Schedule		FY 2023-24	FY 2024-25	Difference \$	Difference %	Note
		Approved 12/7/23	Proposed 4/4/24			
<hr/>						
Transportation Development Act (TDA):						
1	TDA Reserve Fund	211,800	561,390	349,590	165.06%	To meet 8% Reserve Target*
2	RTC Reserve Fund			-		
3						
4	SCCRTC:					
5	Administration	752,360	734,548	(17,811)	-2.37%	
6	Planning	647,054	631,735	(15,319)	-2.37%	
7		1,399,414	1,366,283	(33,130)	-2.37%	
8						
9	Bike to Work and School	72,000	72,000	-	0.00%	
10	HSA Vision Zero Bike & Ped Safety	156,000	156,000	-	0.00%	
11		228,000	228,000	-	0.00%	
12				-		
13	Santa Cruz Metro	8,912,046	8,701,057	(210,989)	-2.37%	
14	Spec Transit (CB/CTSA)	875,569	854,841	(20,729)	-2.37%	
15	Volunteer Center	104,234	101,767	(2,468)	-2.37%	
16	City of Capitola	19,532	19,063	(469)	-2.40%	
17	City of SC-Non Transit	127,782	125,220	(2,562)	-2.01%	
18	City of Scotts Valley	24,029	23,488	(541)	-2.25%	
19	City of Watsonville	101,047	98,783	(2,264)	-2.24%	
20	County of Santa Cruz	259,207	252,457	(6,750)	-2.60%	
21	Subtotal	10,423,445	10,176,675	(246,771)	-2.37%	
22	Total TDA Apportioned	12,262,659	12,332,348	69,689	0.57%	

\*FY2022-23 TDA revenues were \$556,262 lower than estimated creating a deficit in the 8% reserve fund target.

## Regional Surface Transportation Program Exchange

The Commission approves a multi-year list of projects to receive Regional Surface Transportation Program Exchange (RSTPX)/Surface Transportation Block Grant Program (STBG) funds and apportions the funds to projects expected to be implemented in the next year through its budget. Regional shares are determined by the federal transportation act and state law. Approved projects are eligible to receive reimbursement of state exchange (RSTPX) funds from the RTC six months prior to project initiation or when a phase of the entire project is complete.

The following table is a list of projects that have been approved for RSTPX by the commission that have not yet been reimbursed for funds or otherwise are anticipated to have fund balances carried over into FY 2024-25. The RTC programmed RSTPX unappropriated balances and anticipated revenues through FY 2025-26 as part of adoption of the 2024 Regional Transportation Improvement Program (RTIP) in December 2023.

The RSTPX Exchange Program helps the RTC implement Regional Transportation Plan goals and targets related to improving access and mobility, reducing pollution, improving health, safety, equity, economy, and system preservation.

RSTPX Current FY Revenues and Unallocated GL Key 722000		FY 2023-24 Approved	FY 2024-25 Proposed	Difference	Note
Total by Recipient	Object	12/7/23	4/4/24		
1 Interest	40430	5,000	5,000	-	
2 RSTP Exchange Funds - Carryover	40894	7,959,426	7,301,552	(657,874)	Funds programmed in FY 2023-24
3 RSTP Exchange Funds	40894	4,186,323	4,186,323	-	
4 Loan Proceeds-FEMA 2017 Storm Damage	42506	-	-	-	
5 Current FY Revenues		12,150,749	11,492,875	(657,874)	
6					
7	Includes RTC approved programming of RSTPX funds at the December 2023 meeting.				
8 SCCRTC	62856	1,037,429	1,037,429	-	
9 City of Capitola	75203	397,000	397,000	-	
10 City of Santa Cruz	75204	2,346,000	2,314,656	(31,344)	
11 City of Scotts Valley	75205	929,769	1,452,769	523,000	
12 City of Watsonville	75206	1,551,840	3,384,840	1,833,000	
13 County of Santa Cruz	75303	4,307,164	14,946,700	10,639,536	
14 Total Programmed		10,569,203	23,533,395	12,964,192	Funds programmed in FY 2023-24
15 To/(From) Fund Balance:		1,581,546	(12,040,520)	(13,622,066)	
16					
17 FEMA 2017 Storm Damage Receivable	75303	3,589,038	3,589,038	-	
18 FEMA 2023 Storm Damage Receivable	75303	1,260,159	1,260,159	-	
19		4,849,197	4,849,197	-	
20					
21					
22 Beginning Fund Balance		12,150,749.13			
FY 2024-25 Estimated RSTP Exchange					
23 Funds		4,186,323			
24 Interest		5,000			
25 SCCRTC FEMA 2017 & 2023 Loan Receivable		4,849,197			
26 Total Programmed		<u>(23,533,395)</u>			
27 Ending Fund Balance*		(2,342,126)			
* Future RSTPX programmed funds beyond the budget year are negative					

RSTPX Current FY Revenues and Unallocated		FY 2023-24	FY 2024-25	Difference	Note
		Approved 12/7/23	Proposed 4/4/24		
1	RSTPX revenues programmed	10,569,203	10,569,203	-	
2	RSTP Exchange Funds - Carryover	7,959,426	7,301,552	(657,874)	
3	Current Year Revenues:				
4	State RSTP Exchange Funds	4,186,323	4,186,323	-	
5	Interest	5,000	5,000	-	
6	Total RSTPX funding for projects	22,719,952	22,062,078	(657,874)	
7					
8	Approved RSTP Exchange - All Projects				
9	Allocations budgeted for disbursement in fiscal year:				
10	City of Capitola				
11	Upper Pacific Cove Parking Lot Pedestrian Trail and Depot				
	Park bus stop	200,000	200,000	-	
12	Kennedy Drive Sidewalk	197,000	197,000	-	
13	City of Capitola Total	397,000	397,000	-	
14	City of Santa Cruz				
15	Ocean Street Pavement Rehab and Safety Improvements	600,000	-	(600,000)	Funds expended in FY 2023-24
16	Bay Corridor Design	-	399,000	399,000	FY 2024-25 approved at 12/7/23 RTC meeting
17	Bay Street Paving	875,000	875,000	-	
18	Bethany Culvert Replacement	871,000	871,000	-	
19	Escalona Complete Streets	-	169,656	169,656	FY 2024-25 approved at 12/7/23 RTC meeting
20	City of Santa Cruz Total	2,346,000	2,314,656	(31,344)	
21	City of Scotts Valley				
22	Bean Creek Road Rehab	429,769	429,769	-	
23	Granite Creek Rd Overcrossing	500,000	500,000	-	
24	Mount Hermon Road Improvements	-	523,000	523,000	FY 2024-25 approved at 12/7/23 RTC meeting
25	City of Scotts Valley Total	929,769	1,452,769	523,000	
26	City of Watsonville				
27	Freedom Blvd Plan Line (Green Valley to Buena Vista)	70,322	70,322	-	
28	Road Rehab/Reconstruction (various locations)	1,129,518	1,129,518	-	
29	Complete Streets Downtown	352,000	352,000	-	
30	Green Valley Road Rehabilitation	-	1,833,000	1,833,000	FY 2024-25 approved at 12/7/23 RTC meeting
31	City of Watsonville Total	1,551,840	3,384,840	1,833,000	

RSTPX Current FY Revenues and Unallocated		FY 2023-24	FY 2024-25	Difference	Note
		Approved 12/7/23	Proposed 4/4/24		
Continued					
1	County of Santa Cruz				
2	Aptos Village Plan Improvements	164,728	164,728	-	
3	Aptos Creek Road Traffic Signal	405,402	405,402	-	
4	Hwy 152/Holohan - College Intersection	1,277,243	1,277,243	-	
5	Hwy 1 Mar Vista Overcrossing (co-op)	32,899	32,899	-	
6	Hwy 17 to Soquel Corridor Resurfacing	335,356	335,356	-	
7	Airport Blvd/Green Valley Rd Reconstruction project	322,315	322,315	-	
8	Emergency Routes Resurfacing: Alba & Jamison Creek Roads & Empire Grade	324,221	324,221	-	
9	Soquel Drive Buffered Bike Lanes & Congestion Mitigation	1,000,000	1,000,000	-	
10	San Andreas Road Resurfacing	5,000	5,000	-	
11	Holohan Road Resurfacing	440,000	440,000	-	
12	Corralitos Corridor Resurfacing (Amesti Rd & Corralitos Rd	-	1,500,000	1,500,000	FY 2024-25 approved at 12/7/23 RTC meeting
13	Emergency Routes Phase 2 Resurfacing	-	3,200,000	3,200,000	FY 2024-25 approved at 12/7/23 RTC meeting
14	Green Valley Road Multi-Use Path	-	2,000,000	2,000,000	FY 2024-25 approved at 12/7/23 RTC meeting
15	Intercounty Routes Resurfacing	-	2,044,000	2,044,000	FY 2024-25 approved at 12/7/23 RTC meeting
16	Rio Del Mar Resurfacing	-	300,000	300,000	
17	Robertson Street and Soquel Drive Signalization	-	1,595,536	1,595,536	
18	County of Santa Cruz Total	4,307,164	14,946,700	10,639,536	
19	SCCRTC				
20	MBSST - North Coast Phase 2 Environmental Review	19,756	19,756	-	
21	Project Paseo (Bike Santa Cruz County)	12,573	12,573	-	
22	Youth Safe Route to Schools Bike/Pedestrian Education	300,000	300,000	-	
23	Davenport - Highway 1 Crosswalk	125,000	125,000	-	
24	State Route 1-41st to Soq HOV EIR	250,000	250,000	-	
25	Shoulder, Coastal Rail Trail Segment 12	25,000	25,000	-	
26	Go Santa Cruz County Bicycle Incentives Program	305,100	305,100	-	
27	SCCRTC Total	1,037,429	1,037,429	-	
28	Total All Projects	10,569,203	23,533,395	12,964,192	
29					
30	Loan to RTC for 2017 Storm Damage/FEMA	3,589,038	3,589,038	-	
31	Loan to RTC for 2023 Storm Damage/FEMA	1,260,159	1,260,159	-	
32	Loan Receivable from SCCRTC	4,849,197	4,849,197	-	
33	Funds not Programmed/Appropriated*	7,301,552	(1,471,317)	(8,772,869)	

\* Future RSTPX programmed funds beyond the budget year are negative

## Staffing

GL Key 721100/Fund 76620

The RTC's authorized staffing model is 23 full-time equivalent (FTE) positions. The FY 2024-25 budget includes salaries and benefits for 22 FTE positions. Staff utilize the payroll system to track and allocate labor costs when dedicating their time to a specific program or project as a direct cost.

Classification	FTE Authorized Positions	FTE Budgeted Positions *	Positions by Classification	FTE
			Management	
Executive Director	1.00	1.00	Executive Director	1.00
Deputy Director	1.00	1.00	Deputy Director	1.00
Director of Finance & Budget	1.00	1.00	Director of Finance & Budget	1.00
Administrative Services Officer	1.00	1.00	Administrative Services Officer	1.00
Senior Transportation Engineer	1.00	1.00	Senior Transportation Engineer	1.00
Transportation Planner I-IV	8.00	7.00	Total Management	5.00
Transportation Engineer	2.00	2.00	Planning & Project Delivery	
Communications Specialist	1.00	1.00	Transportation Planner I-IV	7.00
Accountant I-III	1.00	1.00	Transportation Planning Tech	2.00
Accounting Technician	0.50	0.50	Transportation Engineer	2.00
Administrative Assistant I-III	2.00	2.00	Paid Intern Planning	0.50
Transportation Planning Tech	2.00	2.00	Paid Intern Engineering	0.50
Paid Intern*	1.50	1.50	Total Planning & Project Delivery	12.00
Total Positions	23.00	22.00	Administration	
Note: FTE= full-time equivalent			Communications Specialist	1.00
*Table does not include FTE positions for additional CORE staffing			Accountant I-III	1.00
			Accounting Technician	0.50
			Administrative Assistant I-III	2.00
			Paid Intern Communications	0.50
			Total Administration	5.00
			Total Positions	22.00
			Note: FTE= full-time equivalent	



Staffing - Costs		FY2023/24		FY2024/25		Difference		Note
GL KEY 721100		Approved	Proposed	Current Staffing	Additional Staffing CORE	Total Difference		
	Object	12/7/23	4/4/24					
1	Regular Pay	51000	2,887,945	3,654,293	141,644	624,704	766,348	Current Staffing difference includes New Executive Director, promotions and step increases, assumes 3.5% COLA, UAL increase due to CalPERS investment performance \$197,785
2	Overtime Pay	51005	25,000	25,000	-	-	-	
3	Social Security and Medicare	52010	193,601	246,339	2,417	50,321	52,738	
4	<u>PERS Retirement</u>						-	
5	Employer Current Contributions	52015	264,186	319,102	19,521	35,395	54,916	
6	Unfund Acc Liab-UAL req'd pmt*	52015	105,363	138,282	32,919	-	32,919	
7	Unfund Acc Liab-UAL addt'l pmt**	52015	194,672	165,000	(29,672)	-	(29,672)	
8	Total Retirement		564,221	622,384	22,768	35,395	58,163	Proposed additional Community of RTC Employees (CORE) staffing \$900,852.
9								
10	Employee Insur and Benefits	53010	503,808	701,416	24,244	173,364	197,608	
11	Unemployment Insurance	53015	17,550	17,550	-	-	-	
12	Workers Comp Insurance	54010	13,797	17,968	1,041	3,130	4,171	
13	Other -Compensation***	55021	49,367	47,553	670	(2,484)	(1,814)	
14	Temporary Contract Services	62395	10,000	10,000	-	-	-	
15	Unfund Acc Liab-UAL OPEB****	75273	137,745	137,745	-	-	-	
16	Retiree Health Contr to PERS	75273	113,182	134,605	5,001	16,422	21,423	
17			4,516,216	5,614,853	197,785	900,852	1,098,637	

\* The required Unfunded Accrued Liability (UAL) payment is calculated using the fiscal year liability and amortization base schedule by asset and non-asset gains/losses (20-30 years).

\*\* The most recent valuation for the RTC's Classic Plan UAL as of June 30, 2022, is \$2,006,1970 and is 83.7% funded, this is down from 91.6% as of June 30, 2021. The most recent valuation for the RTC's PEPRA Plan as of June 30, 2022, is \$59,708 and is 91.2% funded, this is down from 110.0% as of June 30, 2021. The budget includes Additional Discretionary Payment (ADP) toward the UAL and a contribution to a Section 115 Trust to prefund the pension liability totalling \$165,000. The purpose for continuing to fund the Classic pension UAL is to account for the change in valuation methodology due to CalPERS most recent changes to their financial policies.

\*\*\* Includes employer contribution to employee 457 deferred compensation plan as part of employment agreement and benefit in lieu of Social Security, auto allowance, cell phone and bike commute benefit.

\*\*\*\* Other Post-Employment Benefit (OPEB) contribution to prefund the retiree health liability

## Allocated Labor and Overhead

Agencies are required to recover full costs whenever goods or services are provided for others. The full cost of goods or services includes all costs attributable directly to the activity plus a fair share of indirect costs (administrative overhead), which can be ascribed reasonably to the goods or services provided. Administrative personnel are included in the indirect cost calculation which is referred to as the Indirect Cost Allocation Plan (ICAP). Each year RTC staff prepares an ICAP and submits it to Caltrans for review and approval. Each program budget includes allocated labor (direct cost) and allocated overhead (indirect costs) based on the Caltrans-approved Indirect Cost Allocation Plan (ICAP) rate.

Allocated labor and allocated overhead are used for budgeting and requesting reimbursement from other government agencies, not to represent actual current year overhead costs. The true actual costs of employees' salaries and benefits are budgeted in Staffing. Staffing and Administration expenses that are not allocated to a program or budget are generally included in the agency overhead calculation unless they are unallowed.

Salaries, benefits, and overhead in each program or project general ledger (GL) key include allocated labor composed of direct costs and overhead which is the indirect costs that are applied as a percentage multiplier of the direct costs.

The table below reflects the expected work to be completed in the fiscal year based on program or project status. The program and project budgets include additional details on the budgeted work to be completed.

Allocated Salaries/Benefits (Direct) & Overhead (Indirect) by Program

		FY 2023-24	FY 2024-25	
		Approved	Proposed	Difference
		12/7/23	4/4/24	
1	Cruz 511	103,569	102,053	(1,516)
2	FSP	64,954	64,954	-
3	SAFE	41,929	41,929	-
4	Rail	431,411	467,765	36,355
5	Hwy	315,075	327,193	12,118
6	MBSST	435,612	409,345	(26,267)
7	Planning	728,483	726,060	(2,424)
8	Admin	488,042	461,769	(26,273)
9	Hwy 9 - SLV	14,906	-	(14,906)
10	Total Labor	2,623,982	2,601,069	(22,913)
11	Allocated Overhead (agency wide indirect costs)			
12	Cruz 511	110,094	108,482	(1,612)
13	FSP	44,571	44,571	-
14	SAFE	69,046	69,046	-
15	Rail	458,589	497,235	38,645
16	Hwy	334,925	347,807	12,882
17	MBSST	463,056	435,134	(27,922)
18	Planning	774,378	771,802	(2,576)
19	Admin	518,790	490,861	(27,929)
20	Hwy 9 - SLV	15,846	-	(15,846)
21	Total Overhead	2,789,294	2,764,936	(24,357)
22				
23	Total Alloc Labor & Overhead	5,413,276	5,366,006	(47,271)
24	FY2025 ICAP Rate*	106.300%		

\*106.3% is the FY2024 approved ICAP, will update with FY2025 ICAP when approved.

Indirect Cost Allocation Plan (ICAP) - State policy requires departments to recover full costs whenever goods or services are provided for others. The full cost of goods or services includes all costs attributable directly to the activity plus a fair share of indirect costs, which can be ascribed reasonably to the goods or services provided. Indirect cost rates are applied to the direct labor costs of work performed. All ICAP rates are submitted to the Department of Finance and the Federal Highway Administration for review and approval each fiscal year.

## Administration

GL Key 721750 / Fund 76620

The Administration budget includes expenditures for administering Measure D and TDA, and operating costs not directly related to a specific program or budget, including office expenses, general liability insurance, accounting, and audit services.

The table below includes expenditures and reimbursements for the RTC administration and implementation of Measure D. Measure D Administration includes preparation of audits, expenditure reports, annual reports, 5-year program of projects and public outreach, review of revenues and information from the state tax board, and work associated with the Taxpayer Oversight Committee and bonding. Implementation includes development of the longer-range implementation plan and overall implementation of the expenditure plan.

### Measure D Administration & Implementation budget detail included in RTC Administration Budget

		FY2023/24	FY2024/25	Difference	Note
		Approved 12/7/2023	Proposed 4/4/2024		
	Object				
1	Meas D Admin & Implementation Labor	51070	371,707	345,434	(26,273) 1% sales tax per Meas D Ord
2	Meas D Admin Overhead	62354	395,125	367,196	(27,929)
3	Total Salaries, Benefits & Overhead	766,832	712,630	(54,202)	
4					
5	Meas D Services & Supplies				
6	Materials and supplies	62856	5,000	5,000	-
7	Accounting & Audit Services	62856	1,000	1,000	-
8	Consultant Services	62856	40,000	40,000	
9	Advertisement/Publication	62856	2,500	2,500	-
10					
11	Total Measure D Administration	815,332	761,130	(54,202)	

Administration RTC and Measure D		FY 2024-25 Approved 12/7/2023	FY 2024-25 Proposed 4/4/2024	Difference	Note
	Object				
1	TDA Revenue	40172	752,360	734,548	(17,811) January 2024 TDA estimate
2	Measure D	40186	815,332	761,130	(54,202) Updated HdL projections
3	Total Revenues	1,567,692	1,495,679	(72,013)	
4	<u>Salaries, Benefits &amp; Overhead</u>				
5	<u>TDA Administration</u>				
6	Allocated Labor Costs	51070	116,335	116,335	-
7	Allocated Overhead	62354	123,665	123,665	-
8	Meas D Admin Labor	51070	371,707	345,434	(26,273) From Measure D Budget for Administration and
9	Meas D Admin Overhead	62354	395,125	367,196	(27,929) Implementation
10	Total Salaries, Benefits & Overhead	1,006,832	952,630	(54,202)	
11	<u>Services &amp; Supplies</u>				
12	Telephone & Mobile Device	61221	10,000	10,000	-
13	Office Equipment	61312	5,000	5,000	-
14	Liability Insurance	61535	110,000	121,000	11,000 Expected increase in premium
15	Office Equip Repair/Maint	61725	7,500	5,000	(2,500)
16	Repairs & Maintenance	61845	16,000	16,000	-
17	Membership	62020	25,000	25,000	-
18	Duplicating	62214	3,000	1,500	(1,500)
19	Computer Software	62219	86,200	86,200	-
20	Postage	62221	3,000	1,500	(1,500)
29	Subscriptions	62222			-
21	General Supplies & Expenses	62223	12,000	9,000	(3,000)
22	Accounting & Audit	62301	40,500	90,500	50,000 TDA Triennial Performance Audit
23	County Mainframe/Intranet	62325	6,000	7,000	1,000
24	Commissioners' Stipend	62327	10,000	10,000	-
25	Legal Fees	62359	150,000	50,000	(100,000) Executive Director recruitment and Labor Negotiations
26	Professional & Special Serv	62381	400,840	233,840	(167,000) expected to be completed in FY 2023-24
27	Office Rent	62610	139,239	143,417	4,177
28	Advertising and Promotions	62801	25,000	5,000	(20,000)
29	Contingency/Special Exp	62856	78,500	78,500	-
30	Transp/Travel/Educ	62914	70,000	100,000	30,000
31	Vehicle Maint, Rentals & Serv	62920	4,000	4,000	-
32	Utilities	63070	500	500	-
34	Mobile Equipment	86209	75,000	-	(75,000) Purchase planned in FY 2023-24
35	Office Equipment	86210	40,000	20,000	(20,000) Conference room projects completed in FY 2023-24
36	Total Services & Supplies	1,317,279	1,022,957	(294,323)	
37					
38	Total Expenditures	2,324,111	1,975,587	(348,524)	
39					
40	To/(From) reserves:	(756,420)	(479,908)	276,511	

## Regional Planning Projects

GL Key 721750 / Fund 76620

With a focus on long-term sustainability, the RTC provides transportation services, planning, and funding for all travel modes. Working together with transportation partners, the RTC obtains and distributes funding, including voter-approved Measure D funds, to maintain the existing transportation network as well as prepare for the transportation needs of the future generations.

The planning budget supports the planning activities of the RTC in accordance with federal, state, and local requirements and available funding. This includes development, coordination, and meetings with local, regional, state, and federal agencies (including Association of Monterey Bay Governments, Caltrans, Federal Highway Administration, Transportation Agency for Monterey County and San Benito Council of Governments) to ensure that the entire three-county region is meeting federal requirements. The Regional Planning Projects budget includes the RTC staff and services required to meet state and federal mandates including the development of the long range Regional Transportation Plan; the five-year Regional Transportation Improvement Program, which identifies projects to receive certain state and federal funds; public outreach; the public advisory Elderly and Disabled Transportation Advisory Committee; the Bicycle Committee; as well as state, federal, and local interagency coordination and planning activities.

Planning projects included in the planning budget:

### Regional Transportation Plan (RTP)

For FY 2024-25, the RTC will implement the 2045 RTP as it participates with local partners on a variety of planning efforts and will initiate the work for the next update of the RTP to be completed in 2026, including updates to goals, policies, and performance metrics and targets; revenue forecasts; project list updates and evaluation, taking into consideration equity, greenhouse gas reductions, and other RTP goals, state and federal goals; and addressing new state and federal guidelines for regional plans.

### Scotts Creek

The Scotts Creek project will continue critical work to develop a replacement bridge design for Highway 1 over Scotts Creek that includes restoration of the ecological condition and dynamism of the Scotts Creek lagoon, marsh, and dune system, while also planning for climate change. Caltrans, RTC, and the Resource

Conservation District are seeking funding for project implementation and will continue to serve on the project team in FY 2024-25, providing input to Caltrans during the environmental phase.

#### Equity Action Plan

Prepare an action plan that includes a data-based effort to identify and address current and past inequities; an equity analysis of the existing transportation network, transportation projects and services, plans, and RTC policies and procedures; a public outreach toolkit to proactively engage community members that have been historically underrepresented or disadvantaged by transportation decisions; establish an equity-focused advisory group; and staff, board, and partner trainings related to diversity, equity, and inclusion.

#### Climate Adaptation Plan

In partnership with the County of Santa Cruz, the RTC will produce a Climate Adaptation Vulnerability Assessment and Transportation Priorities Report for roads in the unincorporated sections of the county and for the Santa Cruz Branch Rail Line. The vulnerability assessment will identify transportation infrastructure that would be impacted by climate change and extreme weather events. Projects will then be prioritized to enhance resilience based on a set of metrics.

#### North Coast Transportation Demand Management Plan

Development of a North Coast Transportation Demand Management (TDM) Plan for Santa Cruz County to improve access without a car to North Coast facilities and destinations, while also addressing regional and state safety and equity goals. The plan will identify transportation challenges, strategies for managing demand and providing alternatives to access the spectacular North Coast without an automobile.

#### Highway 1 Coastal Resilience at Waddell and San Vicente Creeks

Development of a Coastal Resilience Plan for Highway 1 at Waddell and San Vicente Creeks. The RTC will work in partnership with the Resource Conservation District (RCD) to identify short-, medium- and long-term actions for viability and resilience to climate stressors in tandem with ecological restoration of the creeks. A best practices framework will be developed outlining a workable methodology that facilitates multi-agency consensus for developing resilience plans for coastal transportation infrastructure.

### Rural Highways Safety Plan

In partnership with Caltrans develop a highway safety plan for rural highways to meet federal requirements for a safe streets for all action plan that will allow projects identified in the plan to qualify for federal and state funds.

Planning		FY 2023-24 Approved 12/7/23	FY 2024-25 Proposed 4/4/24	Difference	Note
	Object				
1	<u>Revenues</u>				
2	TDA Planning	40172	875,054	854,729	(20,325) January 2024 TDA estimate
3	Measure D	40186	1,475,531	-	(1,475,531) Highway 17 project completed in FY 2023-24
4	RSTP Exchange	40761	13,812	14,953	1,141
5	STIP for Planning (PPM)	40770	139,579	139,579	-
6	Rural Planning Assistance (RPA)	40786	357,899	337,000	(20,898)
7	Sustainable Communities - FTA 5304	40786	323,220	113,220	(210,000)
8	Sustainable Communities - RMRA	40786	413,321	202,000	(211,321)
9	Strategic Partnership - FHWA	40786	648,160	230,000	(418,160)
10	State TNC Access Fee Funds	40786	134,239	-	(134,239)
11	Climate Adaptation - SHA	42384	1,254,691	300,000	(954,691)
12	Total Revenues		5,635,506	2,191,482	(3,444,025)
13					
14	<u>Salaries, Benefits &amp; Overhead by Program</u>				
15	Regional Planning Coordination		155,000	155,000	-
16	Work Program		45,000	45,000	-
17	Public Information		60,000	60,000	-
18	Bicycle/Pedestrian Planning		75,000	75,000	-
19	Specialized Transportation		80,000	80,000	-
20	Regional Transp Plan for MTP		260,000	260,000	-
21	Transp Improv Program (TIP)		223,636	223,636	-
22	Highway & Roadway Planning		114,089	114,089	-
23	Highway 17 Wildlife Crossing		5,000	-	(5,000) Highway 17 project completed in FY 2023-24
24	Scotts Creek Marsh Restoration		25,000	25,000	-
25	TNC Access for All		20,136	20,136	-
26	Equity Action Plan Grant		100,000	100,000	-
27	Climate Adaptation-Vulnerability Assessment		120,000	120,000	-
28	Coastal Resiliency Plan - Waddell & San Vicente		112,000	112,000	-
29	SCC Rural Highways Safety Plan		48,000	48,000	-
30	SCC North Coast TDM Plan		60,000	60,000	-
31	Allocated Labor Costs	51070	728,483	726,060	(2,424)
32	Allocated Overhead (indirect costs)	62354	774,378	771,802	(2,576)
33	Subtotal Staff and Overhead		1,502,861	1,497,861	(5,000)



Planning Continued		FY 2023-24	FY 2024-25	Difference	Note
	Object	Approved 12/7/23	Proposed 4/4/24		
1	<u>Services &amp; Supplies</u>				
2	Passthrough Programs				
3	Bike To Work and School Program (Ecology Action)	62856	72,000	72,000	-
4	HSA Vision Zero Bike and Pedestrian Safety Program	62856	156,000	156,000	-
5	Ecology Action - Safe Route to Schools	62856	7,122	14,953	7,831
6	Project Paseo (Bike SC County)	62856	6,690	-	(6,690)
7	<u>Professional Services (contracts)</u>				
8	Legislative Assistant	62381	44,600	44,600	-
9	Eng and Other Tech Consultants	62381	21,750	21,750	-
10	AMBAG for RTP/MTP	75230	30,000	30,000	-
11	Coastal Resiliency Plan - Waddell & San Vicente	62381	224,000	224,000	-
12	SCC Rural Highways Safety Plan	62381	72,000	72,000	-
13	SCC North Coast TDM Plan	62381	96,000	96,000	-
14	Transportation Equity Action Plan	62381	180,000	180,000	-
15	Climate Adaption-Vulnerability Assessment	62381	156,000	156,000	-
16	TNC Access for All	62381	114,103	114,103	-
17	<u>RTC Work Element Related Items</u>				
18	Traffic Monitoring services	62381	20,000	20,000	-
19	Printing Documents & Pub Engagement Activities	62381	40,000	40,000	-
20	Transfer to Rail/Trail Authority	75233	110,000	110,000	-
21	Subtotal Services & Supplies		1,350,265	1,351,406	1,141
22	<u>Other &amp; for Future Fiscal Years</u>				
23	Highway 17 Wildlife Crossing Construction to Caltran	75230	1,470,531	-	(1,470,531)
24	Equity Action Plan for Future Fiscal Years	62856	155,711	-	(155,711)
25	Climate Adaptation for Future Fiscal Years	62856	277,138	-	(277,138)
26	Coastal Resiliency Plan - Wadell/San Vicente Future F	62856	1,081,249	-	(1,081,249)
27	SCC Rural Highways Safety Plan - Future FYs	62856	237,000	-	(237,000)
28	SCC North Coast TDM Plan Future FYs	62856	297,200	-	(297,200)
29					
30	Total Expenditures		6,371,956	2,849,268	(3,522,688)
31					
32	To/(From) Reserves:	(736,450)	(657,786)	78,664	

FY 2023-24 Unspent funds will carryover

## Highway 9 Improvements

GL Key 721740 / Fund 76620

Transportation projects in the Highway 9 complete streets corridor program will improve safe travel in the San Lorenzo Valley (SLV) for users of all modes of transportation. Highway 9 investments focus on safety, speeding reduction, and traffic flow improvements; multimodal access to schools, libraries, parks, bus stops, businesses, and other destinations in town centers; as well as other needs identified by the community in this travel corridor.

RTC is partnering with Caltrans, Santa Cruz Metro, the County of Santa Cruz, and San Lorenzo Valley Unified School District (SLVUSD) to implement investments that address community concerns, improve safety, access, and connectivity for all modes of transportation, as well as economic vitality, environmental quality, and emergency preparedness, while improving the condition of existing infrastructure.

Recent, current, and near-term expenditures in the program include funding a Caltrans Complete Streets Project Initiation Document (PID) for the San Lorenzo Valley and collaborating with Caltrans on two additional Caltrans funded projects for complete streets in Felton. Expenditures may include research and pursuit of grant opportunities. Some of the funds programmed and budgeted for FY 2023-24 will carry over to FY 2024-25 and will be included in a future budget amendment.

Highway 9 Improvements		FY 2023-24	FY 2024-25	Difference	Note
	Object	Approved 12/7/23	Proposed 4/4/24		
1	Measure D	40186	449,310	390,000	(59,310) FY 2023-24 Unspent funds will carryover
4	Total Revenues	449,310	390,000	(59,310)	
5					
6	Salaries, Benefits & Overhead				
7	Allocated Labor Costs	51070	14,906	-	(14,906)
8	Allocated Overhead	62354	15,846	-	(15,846)
9	Total Salaries, Benefits & Overhead	30,752	-	(30,752)	FY 2023-24 Unspent funds will carryover
10					
11	Services & Supplies				
12	Legal Fees	62359	2,000	-	(2,000) FY 2023-24 Unspent funds will carryover
12	Professional & Special Serv	62381	66,558	-	(66,558)
13	Contingency/Special Exp	62856	350,000	390,000	40,000
14	Total Services & Supplies	418,558	390,000	(28,558)	
15					
16	Total Expenditures:	449,310	390,000	(59,310)	
17					
18	Excess of Revenues over Expenditures:	-	-	-	

## Cruz 511 Traveler Information Rideshare

GL Key 721410 / Fund 76621

Cruz511 is the traveler information transportation demand management (TDM) program administered by the RTC. Cruz511 provides resources for travel options around the county including a trip planner, carpool and vanpool match services, bicycle maps, accessible travel options, and an interactive traffic map with real-time information on construction, incidents, and travel speeds. Knowledgeable travel counselors are also available to help people understand their options for getting around. In partnership with the City of Santa Cruz, Ecology Action, UCSC, and other local jurisdictions, the RTC launched “Go Santa Cruz County,” a robust demand management program, including an online commute manager and rewards platform with dynamic ride matching and trip planning. The platform is also being used for Santa Cruz METRO’s “One Ride at a Time” program to increase transit ridership by promoting environmental causes. In FY 2024-25, the RTC will continue to work to provide traffic safety messaging and active transportation mapping resources to community members throughout the county.

Cruz 511 Rideshare		FY 2023- 24	FY 2024- 25	Difference	Note
	Object	Approved 12/7/23	Proposed 4/4/24		
1 Measure D	40186	210,000	220,500	10,500	
2 Interest	40430	4,000	4,000	-	
3 RSTP Exchange/STBG	40761	68,663	65,535	(3,128)	
4 Contr from Other Funds	42367	50,000	50,000	-	
5	Total Revenues	332,663	340,035	7,372	
6					
7 Salaries, Benefits & Overhead					
8 Allocated Labor Costs	51070	103,569	102,053	(1,516)	
9 Allocated Overhead	62354	110,094	108,482	(1,612)	
10	Total Salaries, Benefits & Overhead	213,663	210,535	(3,128)	
11					
12 Services & Supplies					
13 Telephone & Mobile Device	61221	500	500	-	
14 Membership	62020	600	600	-	
15 Postage	62221	1,000	1,000	-	
16 General Supplies & Expenses	62223	2,000	2,000	-	
17 Professional & Special Serv	62381	128,000	128,000	-	
18 Advertising and Promotions	62801	50,000	50,000	-	
19 Contingency/Special Exp	62856	20,000	20,000	-	
20 Subscriptions	62890	2,000	2,000	-	
21 Transp/Travel/Educ	62914	2,000	2,000	-	
22	Total Services & Supplies	206,100	206,100	-	
23					
24	Total Expenditures:	419,763	416,635	(3,128)	
25					
26	To/(From) Reserves:	(87,100)	(76,600)		

## Service Authority for Freeway Emergencies (SAFE)

GL Key 721825 / Fund 76625

The RTC serves as the Service Authority for Freeway Emergencies (SAFE) for Santa Cruz County. SAFEs are funded by a \$1 vehicle registration fee on all vehicles in their region. The funds are used to provide the highway call box system, Freeway Service Patrols (tow trucks) on Hwy 1 and 17, extra California Highway Patrol (CHP) enforcement on Hwy 17 and other motorist-aid services aimed at improving safety and reducing non-recurrent congestion on highway. California Highway Patrol (CHP) operations are also reimbursed by the Metropolitan Transportation Commission for the Santa Clara County portion of Highway 17.

Call boxes are connected to an answering service and require regular maintenance and utilities including electricity for lighting and telephone service.

The FY 2024-25 SAFE difference of \$180,500 will come from SAFE reserves for the contribution to Cruz511 and the callbox upgrade project. At this time, SAFE could continue funding the contribution to Cruz 511 for approximately 3-5 years.

	Service Authority for Freeway (SAFE)	Object	FY 2023- Approved 12/7/23	FY 2024- Proposed 4/4/24	Difference	Note
1	Measure D	40186	50,000	50,000	-	
2	Local Assistance (MTC)	40384	50,000	50,000	-	
3	Interest	40430	1,000	1,000	-	
4	DMV Fees	40754	257,750	257,750	-	
5	Total Revenues		358,750	358,750	-	
6						
7	Salaries, Benefits & Overhead					
8	Allocated Labor Costs	51070	64,954	64,954	-	
9	Allocated Overhead	62354	69,046	69,046	-	
10	Total Salaries, Benefits & Overhead		134,000	134,000	-	
11						
12	Services & Supplies					
13	Telephone & Mobile Device	61221	10,200	10,200	-	
14	Liability Insurance	61535	5,250	5,250	-	
15	Other Equip Repair/Maint	61730	30,000	30,000	-	
16	General Supplies & Expenses	62223	2,000	2,000	-	
17	Legal Fees	62359	1,000	1,000	-	
18	Professional & Special Serv	62381	3,000	3,000	-	
19	Contingency/Special Exp	62856	150,000	150,000	-	
20	Transp/Travel/Educ	62914	2,000	2,000	-	
21	Utilities	63070	1,200	1,200	-	
22	Transfer to Other Funds	75233	50,000	50,000	-	
23	CHP Operations	75280	150,600	150,600	-	
24	Total Services & Supplies		405,250	405,250	-	
25						
26	Total Expenditures:		539,250	539,250	-	
27						
28	To/(From) reserves:		(180,500)	(180,500)		

## Freeway Service Patrol

GL Key 721827 / Fund 76627

The Freeway Service Patrol (FSP) program consists of tow trucks patrolling Highway 17 from Mount Herman Road to the Santa Clara County Line and Highway 1 from Highway 9 to State Park Drive. FSP tow trucks reduce congestion on the highway by quickly clearing accidents, debris, and other incidents, and allowing traffic to return to normal conditions during a limited schedule on weekends.

The benefit/cost ratio for the Santa Cruz County FSP program is 4:1. This ratio represents the FSP cost effectiveness based on operational performance measures.



Freeway Service Patrol (FSP)			FY 2023-24	FY 2024-25	Difference	Note
			Approved	Proposed		
	Object	12/7/23	4/4/24			
1	Measure D	40186	190,000	200,000	10,000	
2	SB 1	40465	141,739	141,739	-	
3	Caltrans FSP	40884	163,871	163,871	-	
4	Total Revenues		495,610	505,610	10,000	
5						
6	<u>Salaries, Benefits &amp; Overhead</u>					
7	Allocated Labor Costs	51070	41,929	41,929	-	
8	Allocated Overhead	62354	44,571	44,571	-	
9	Total Salaries, Benefits & Overhead		86,500	86,500	-	
10						
11	<u>Services &amp; Supplies</u>					
12	Telephone & Mobile Device	61221	2,000	2,000	-	
14	Liability Insurance	61535	4,200	4,200	-	
15	General Supplies & Expenses	62223	4,000	4,000	-	
16	Legal Fees	62359	1,000	1,000	-	
17	Contingency/Special Exp	62856	5,000	5,000	-	
18	Towing	62893	391,910	401,910	10,000	
19	Transp/Travel/Educ	62914	1,000	1,000	-	
20	Total Services & Supplies		409,110	419,110	10,000	
21						
22	Total Expenditures:		495,610	505,610	10,000	
23						
24	To/(From) reserves:		-	-	-	

## Santa Cruz Branch Rail Line

GL Key 722100 / Fund 76623

The RTC is the owner of the Santa Cruz Branch Rail Line, which is an active freight railroad that the RTC purchased for the purpose of preserving and expanding transportation uses in the corridor, such as a trail and passenger rail. The RTC contracts with a short line railroad operator, Saint Paul & Pacific Railroad, through an Administration, Coordination, and License agreement for freight uses. The Administration, Coordination, and License agreement requires that the RTC make initial repairs to the infrastructure, which include storm damage repairs, bridge repairs, and track repairs. The RTC performs regular inspections and repairs to preserve and maintain the railroad infrastructure for future use, including potential zero emission rail transit and the Coastal Rail Trail. The trail portion of the project is funded by Measure D Active Transportation category.

### Real Property Management

Santa Cruz Branch Rail Line property management work includes processing and issuing right of entry agreements; reviewing, cataloguing, and updating of utility agreements; and updating and pursuing lease agreements in accordance with the RTC's policies for Leases, Licenses, Encroachments and Rights of Entry; and for Capital Projects implemented by others along the SCBRL.

Santa Cruz Branch Rail Line		FY 2023-24	FY 2024-25	Difference	Note
GL Key 722100		Approved	Proposed		
Real Property	Object	12/7/2023	4/4/2024		
Revenues					
1	Leases, Licenses & Other Revenue	40440	83,772	83,772	-
2	Transfer from TC Funds	42367	110,000	110,000	-
3	Total Revenues	193,772	193,772	-	
Expenditures					
5	Allocated Labor Costs	51070	53,320	53,320	-
6	Allocated Overhead (indirect costs)	62354	56,680	56,680	-
7	Total Salaries, benefits, & overhead	110,000	110,000	-	
8	Liability Insurance	61535	32,425	32,425	-
9	Telephone	61221	480	480	-
10	Office Expense	62223	500	500	-
11	Legal Counsel	62359	5,000	5,000	-
12	Professional Services	62381	54,520	54,520	-
13	Total Services, Supplies & Other	92,925	92,925	-	
14					
15	Total Expenditures	202,925	202,925	-	
16					
17	To/(From) Reserves Real Property:	(9,153)	(9,153)	-	

## Santa Cruz Branch Rail Line Capital Projects

GL Key 722100 / Fund 76623

### Zero Emission Rail Transit

Development of the Zero Emission Rail Transit & Trail Project, which includes preparation of a project concept report. The project proposes new high-capacity passenger rail service and stations along approximately 22-miles of the SCBRL from Watsonville/Pajaro to Santa Cruz. Staff are actively pursuing competitive grants to fully fund the project through environmental clearance. The trail portion of the project is funded by Measure D Active Transportation category.

### Infrastructure Inspections and Repairs

Regular inspections and repairs to the railroad infrastructure are needed to preserve the line for future use. The work may include repairs to the bridges, track bed, drainage system, and grade crossings. The RTC procures consultants and contractors to inspect and perform repairs to the infrastructure. The RTC is planning to start construction of coastal erosion repairs near Manresa Beach in FY 2024-25.

Santa Cruz Branch Rail Line		FY 2023-24	FY 2024-25		
GL Key 722100		Approved	Proposed	Difference	Note
Capital Projects	Object	12/7/2023	4/4/2024		
Revenues					
1 Measure D	40186	1,907,501	2,010,000	102,499	FY 2023-24 Unspent funds will carryover
2 Measure D Active Transportation	40186	175,000	175,000	-	
3 FEMA storm damage	41093	-	-	-	
3 Short-Line RR Improvement Program	40894	18,474	-	(18,474)	Funds spent in FY 2023-24
3 TIRCP Cycle 6	42384	3,450,000	2,000,000	(1,450,000)	FY 2023-24 Unspent funds will carryover
4	Total Revenues	5,550,975	4,185,000	(1,365,975)	
Expenditures					
6 Allocated Labor Costs	51070	378,090	414,445	36,355	
7 Allocated Overhead (indirect costs)	62354	401,910	440,555	38,645	
8	Total Salaries, benefits, & overhead	780,000	855,000	75,000	
9 Legal Counsel	62359	100,000	25,000	(75,000)	FY 2023-24 Unspent funds will carryover
10 Professional Services	62381	4,263,178	2,515,000	(1,748,178)	FY 2023-24 Unspent funds will carryover
11 Contingency-General	62856	100,000	100,000	-	
12 Contingency-Construction	62856	100,000	100,000	-	
13 Loan Repayment	74244	-	-	-	
14 Construction	86110	317,882	290,000	(27,882)	
15	Total Services, Supplies & Other	4,881,060	3,030,000	(1,851,060)	
16					
17	Total Expenditures	5,661,060	3,885,000	(1,776,060)	
18					
19	To/(From) Reserves Capital Projects:	(110,085)	300,000	410,085	
	Total To/(From) Reserves Rail Fund:	(119,238)	290,847	410,085	

## Highway 1 Corridor Investment Program

GL Key 722260 / Fund 76626

The Highway 1 Corridor Investment Program was developed to provide multimodal solutions to congestion and improve traffic flow and safety to increase the safety and efficiency of these corridors in Santa Cruz County.

The program of projects includes auxiliary lanes, bus on shoulder improvements, and bicycle and pedestrian overcrossings. Future potential projects within the program include interchange modifications, ramp metering, and High Occupancy Vehicle (HOV) lanes. The RTC serves as the implementing agency for environmental, final design, and right of way components of the projects, with Caltrans serving as the implementing agency for construction.

Highway 1 Corridor All Segments Combined			FY 2023-24 Approved 12/7/2023	FY 2024-25 Proposed 4/4/2024	Difference	Note
1	Revenues	Object				
2	Measure D Hwy	40186	16,623,202	10,570,100	(6,053,102)	FY 2023-24 Unspent funds will carryover
3	Measure D Active	40186	2,275,308	581,760	(1,693,548)	
4	SB1 SCCP 41st/Soquel	40465	200,000	74,744	(125,256)	
5	STIP	40770	736,433	-	(736,433)	
6	Total Revenues		19,834,943	11,226,604	(8,608,339)	
7	Expenditures					
8	Allocated Labor Costs	51070	315,075	327,193	12,118	
9	Allocated Overhead (indirect costs)	62354	334,925	347,807	12,882	
10	Total Salaries, benefits, & overhead		650,000	675,000	25,000	
12	Legal Fees	62359	197,200	370,000	172,800	
11	Engineering Consultant	62381	6,563,323	1,574,744	(4,988,579)	
13	Pub Info, materials, & meetings	62381	49,932	50,000	68	
14	Project Management Consultant	62381	180,000	155,000	(25,000)	
15	Contingency	62856	12,194,488	8,401,860	(3,792,628)	
16	Total Services & Supplies		19,184,943	10,551,604	(8,633,339)	
17					-	
18	Total Expenditures		19,834,943	11,226,604	(8,608,339)	
19					-	
20	To/(From) Reserves:		-	-	-	

41<sup>st</sup> Avenue to Soquel Drive Auxiliary Lanes, Bus on Shoulder, and Bicycle and Pedestrian Overcrossing at Chanticleer Avenue. GL Key 722261

The project will construct northbound and southbound auxiliary lanes between the 41<sup>st</sup> Avenue and Soquel Avenue/Drive interchanges, bus on shoulder improvements, and construct a new bicycle and pedestrian overcrossing at Chanticleer Avenue. Construction began in 2023, with planned activities including design support during construction, project management, and public information campaign ongoing through 2025. State Transportation Improvement Program (STIP) and Solutions for Congested Corridors Program (SCCP) funds programmed for construction capital were allocated by the CTC to Caltrans and do not flow through the RTC budget.

Highway 1 Corridor GL Key 722261 41st Avenue to Soquel Drive		FY 2023-24 Approved 12/7/2023	FY 2024-25 Proposed 4/4/2024	Difference	Note
1	Revenues	Object			
2	Measure D	40186	2,311,643	781,100	(1,530,543)
3	SB1 SCCP 41st/Soquel	40465	200,000	74,744	(125,256)
4	Total Revenues	2,511,643	855,844	(1,655,799)	FY 2023-24 Unspent funds will carryover
5	Expenditures				
6	Allocated Labor Costs	51070	72,710	72,710	-
7	Allocated Overhead (indirect costs)	62354	77,290	77,290	-
8	Total Salaries, benefits, & overhead	150,000	150,000	-	
9	Legal Fees	62359	-	-	-
10	Engineering Consultant	62381	200,000	74,744	(125,256)
11	Project Management Consultant	62381	50,000	25,000	(25,000)
12	Pub Info, materials, & meetings	62381	20,000	20,000	-
13	Right of Way Capital and Support	62856	428,083	-	(428,083)
14	Construction Capital	62856	1,516,648	582,775	(933,873)
15	Contingency	62856	146,912	3,325	(143,587)
16	Total Services & Supplies	2,361,643	705,844	(1,655,799)	
17					
18	Total Expenditures	2,511,643	855,844	(1,655,799)	
19					
20	To/(From) Reserves:	-	-	-	

Bay Avenue/Porter Street to State Park Drive Auxiliary Lanes and Bus on Shoulders. GL Key 722262

The project will construct northbound and southbound auxiliary lanes between the Bay Avenue/Porter Street and State Park Drive interchanges, bus on shoulder improvements, replace the existing Capitola Avenue local roadway overcrossing, and construct a Bicycle and Pedestrian Overcrossing at Mar Vista Drive. The Highway 1 Mar Vista Bicycle and Pedestrian Overcrossing will provide a safe link between schools, the beach, residential neighborhoods, and retail centers on each side of Highway 1. In FY 2022-23 the RTC completed final design and right-of-way acquisition. Construction is scheduled to start in 2024. State Transportation Improvement Program (STIP), Solutions for Congested Corridors Program (SCCP) and Local Partnership Program (LPP) funds programmed for construction capital in FY 2022-23 have been allocated by the CTC to Caltrans and will not flow through the RTC budget.

Highway 1 Corridor GL Key 722262 Bay/Porter to State Park Drive		FY 2023-24 Approved 12/7/2023	FY 2024-25 Proposed 4/4/2024	Difference	Note
1	Revenues	Object			
2	Measure D	40186	7,386,728	6,620,000	(766,728)
3	STIP	40770	736,433	-	(736,433)
4	Total Revenues	8,123,161	6,620,000	(1,503,161)	FY 2023-24 Unspent funds will carryover
5	Expenditures				
6	Allocated Labor Costs	51070	72,710	72,710	-
7	Allocated Overhead (indirect costs)	62354	77,290	77,290	-
8	Total Salaries, benefits, & overhead	150,000	150,000	-	
9	Legal Fees	62359	10,000	10,000	-
10	Engineering Consultant	62381	327,324	-	(327,324)
11	Project Management Consultant	62381	50,000	50,000	-
12	Pub Info, materials, & meetings	62381	10,000	10,000	-
13	Right of Way Capital and Support	62856	736,433	-	(736,433)
14	Construction Capital	62856	5,840,000	6,400,000	560,000
15	Contingency	62856	999,404	-	(999,404)
16	Total Services & Supplies	7,973,161	6,470,000	(1,503,161)	
17					
18	Total Expenditures	8,123,161	6,620,000	(1,503,161)	
19					
20	To/(From) Reserves:	-	-	-	



## State Park Drive to Freedom Boulevard Auxiliary Lanes, Bus on Shoulders, and Coastal Rail Trail Segment

### 12. GL Key 722263

The project will construct northbound and southbound auxiliary lanes, bus on shoulder improvements, widen the Highway 1 bridge over Aptos Creek/Spreckles Drive, and construct a 1.25-mile section of Segment 12 of the Coastal Rail Trail/Monterey Bay Sanctuary Scenic Trail Network (MBSST), including new bridges over Highway 1 (2 bridges) and Soquel Drive (2 bridges). The environmental component of the project is underway, and the right-of-way and final design components will continue in FY 2023-24; the project is expected to be construction-ready in 2025. This project will reduce congestion, improve coastal access, and improve connectivity for walkers and bikers to adjacent neighborhoods, schools, and Aptos Village.

Highway 1 Corridor GL Key 722263		FY 2023-24 Approved	FY 2024-25 Proposed	Difference	Note
State Park Drive to Freedom Boulevard		12/7/2023	4/4/2024		
1	Revenues				
2	Measure D - Highway				
3	Measure D - Active Transportation				
4	Total Revenues				
5	Expenditures				
6	Allocated Labor Costs				
7	Allocated Overhead (indirect costs)				
8	Total Salaries, benefits, & overhead				
9	PA/ED Consultants				
10	PS&E Consultant				
11	Legal Fees				
12	Project Management Consultant				
13	Pub Info, materials, & meetings				
14	Right of Way Capital and Support				
17	Total Services & Supplies				
18					
19	Total Expenditures				
20					
21	To/(From) Reserves:				

FY 2023-24 Unspent funds will carryover

## Active Transportation

### Fund 76628

#### MBSST Network Implementation GL Key 722280

The Monterey Bay Sanctuary Scenic Trail Network (MBSST) is a proposed 50-mile bicycle and pedestrian trail project within Santa Cruz County, divided into 20 segments. The spine of the trail network will be the 32-mile Coastal Rail Trail from Davenport to Watsonville, to be built within or adjacent to the Regional Transportation Commission-owned rail right-of-way (Segments 5-20). The FY 2024-25 budget includes funds for ongoing maintenance of the trail corridor, property management, as well as RTC oversight, coordination, and technical assistance during project implementation.

Maintenance and property management for the trail corridor includes vegetation control; tree maintenance; trash and dumping abatement; encampments; drainage maintenance and repairs; storm debris cleanup, identifying and addressing encroachments onto right-of-way property; supporting capital projects and lease updates by clarifying real property rights, conducting appraisals, and acquiring additional rights, if needed. FY 2024-25 also includes RTC work to secure environmental permits to support maintenance activities.

RTC staff provide technical support and stakeholder coordination for development of the MBSST/Coastal Rail Trail projects. Consultant services are utilized for technical assistance when needed.

MBSST Coastal Rail Trail		FY 2023-24	FY 2024-25		
GL Key 722280		Approved	Proposed	Difference	Note
General Network and Maintenance		Object	12/7/2023	4/4/2024	
Revenues					
1	Measure D	40186	1,935,876	1,730,972	(204,904) FY 2023-24 Unspent funds will carryover
2		Total Revenues	1,935,876	1,730,972	(204,904)
Expenditures					
4	Allocated Labor Costs	51070	300,905	295,592	(5,314)
5	Allocated Overhead (indirect costs)	62354	319,863	314,214	(5,648)
6	Total Salaries, benefits, & overhead		620,768	609,806	(10,962)
7	Maintenance	61845	1,054,901	1,101,166	46,265
8	Professional Services	62381	260,207	20,000	(240,207)
9	Total Services, Supplies & Other		1,315,108	1,121,166	(193,942)
10					
11	Total Expenditures		1,935,876	1,730,972	(204,904)
12					
13	To/(From) Reserves:		-	-	-

## North Coast Rail Trail

### GL Key 722281

Segment 5 will construct 7.5 miles of the MBSST's rail trail spine between Wilder Ranch and Davenport along the rail right-of-way. Segment 5 will be a new multi-use paved path and parking improvements along the scenic North Coast in Santa Cruz County. Phase I of the North Coast Rail Trail spans 5.4 miles from Wilder Ranch to Panther/Yellowbank Beach. Phase II spans 2.1 miles from Panther/Yellowbank Beach to Davenport and includes improved parking lots and connections to the trail at Davenport and Panther/Yellowbank Beach, access improvements from the Bonny Doon Beach parking lot to the trail, and a pedestrian crosswalk in Davenport.

The project is funded by the Federal Land Access Program (FLAP) and Measure D in Federal in FY 2023-24 and FY 2024-25.

MBSST Coastal Rail Trail GL Key 722281 North Coast		FY 2023-24 Approved 12/7/2023	FY 2024-25 Proposed 4/4/2024	Difference	Note
Object					
<b>Revenues</b>					
1 Measure D	40186	4,637,786	130,000	(4,507,786)	
2 RSTPX	40761	125,000	-	(125,000)	FY 2023-24 Unspent funds will carryover
3 Coastal Conservancy	42384	80,000	-	(80,000)	
4	Total Revenues	4,842,786	130,000	(4,712,786)	
<b>Expenditures</b>					
6 Allocated Labor Costs	51070	72,710	63,015	(9,695)	
7 Allocated Overhead (indirect costs)	62354	77,290	66,985	(10,305)	
8	Total Salaries, benefits, & overhead	150,000	130,000	(20,000)	
9 Legal Fees	62359	64,529	-	(64,529)	
10 Prelim Engineering and Tech Asst	62381	457,323	-	(457,323)	
11 Acquisitions	62856	297,598	-	(297,598)	
12 Construction	86110	3,873,336	-	(3,873,336)	
13	Total Services, Supplies & Other	4,692,786	-	(4,692,786)	
14					
15	Total Expenditures	4,842,786	130,000	(4,712,786)	
16					
17	To/(From) Reserves:	-	-	-	

### GL Key 722282 City of Santa Cruz

The City of Santa Cruz started construction of Segment 7, Phase 2 between Bay Avenue and Pacific Avenue (0.8 miles of trail) in 2022.

The City of Santa Cruz, in partnership with the County of Santa Cruz, is completing preliminary design and environmental review of Segments 8 & 9 of the Coastal Rail Trail between Pacific Avenue and 17<sup>th</sup> Avenue (2.5 miles) in FY 2023-24, which is funded by state and private funds. The city secured an Active Transportation Program (ATP) and other grants, using Measure D funds as match, to fully fund design, right-of-way, and construction. Construction is scheduled to begin in 2026.

MBSST Coastal Rail Trail		FY 2023-24	FY 2024-25		
GL Key 722282		Approved	Proposed	Difference	Note
City of Santa Cruz		12/7/2023	4/4/2024		
Revenues					
1	Measure D	40186	2,726,797	2,075,000	(651,797)
2					FY 2023-24 Unspent funds will carryover
3	Total Revenues		2,726,797	2,075,000	(651,797)
Expenditures					
4	Allocated Labor Costs	51070	31,508	19,389	(12,118)
5	Allocated Overhead (indirect costs)	62354	33,492	20,611	(12,882)
6	Total Salaries, benefits, & overhead		65,000	40,000	(25,000)
7	Professional Services	62381	93,065	-	(93,065)
8	City of Santa Cruz Maintenance	75204	48,732	35,000	(13,732)
9	City of Santa Cruz Project Sponsor	75204	2,520,000	2,000,000	(520,000)
10	Total Services & Supplies		2,661,797	2,035,000	(626,797)
11					
12	Total Expenditures		2,726,797	2,075,000	(651,797)
13					
14	To/(From) Reserves:		-	-	-

## City of Watsonville

### GL Key 722283

Segment 18 includes 2 miles of trail from Lee Road to Walker Street in the City of Watsonville connecting the city to the existing trail network in the Watsonville Slough Wetlands. Phase 1 has been completed and the FY 2024-25 budget includes some funds for maintenance of the rail trail in Watsonville. Future phases of the trail through Watsonville are proposed to be included in the Zero Emission Rail Transit & Trail Project.

MBSST Coastal Rail Trail GL Key 722283 City of Watsonville		FY 2023-24 Approved 12/7/2023	FY 2024-25 Proposed 4/4/2024	Difference	Note
	Object				
1	Revenues				
2	Measure D	40186	21,450	10,400	(11,050) FY 2023-24 Unspent funds will carryover
3	Total Revenues		21,450	10,400	(11,050)
4	Expenditures				
5	Allocated Labor Costs	51070	3,345	3,345	-
6	Allocated Overhead (indirect costs)	62354	3,555	3,555	-
7	Total Salaries, benefits, & overhead		6,900	6,900	-
8	Professional Services	62381	-	-	-
9	City of Watsonville	75206	14,550	3,500	(11,050)
10	Total Services, Supplies & Other		14,550	3,500	(11,050)
11	Total Expenditures		21,450	10,400	(11,050)
12					
13	To/(From) Reserves:	-	-	-	

### City of Capitola

#### GL Key 722284

The City of Capitola is designing a walkway from the city hall parking lot to Monterey Avenue, parallel to the rail corridor, using previously programmed RTSPX funds. Measure D funds are being used to provide RTC staff and technical support.

MBSST Coastal Rail Trail		FY 2023-24	FY 2024-25	Difference	Note
GL Key 722284		Approved	Proposed		
City of Capitola		12/7/2023	4/4/2024		
	Object				
Revenues	40186				
1 Measure D		1,319	1,000	(319)	FY 2023-24 Unspent funds will carryover
2	Total Revenues	1,319	1,000	(319)	
3 Expenditures					
4 Allocated Labor Costs	51070	485	485	-	
5 Allocated Overhead (indirect costs)	62354	515	515	-	
6	Total Salaries, benefits, & overhead	1,000	1,000	-	
7					
8 Professional Services	62381	319	-	(319)	
9	Total Services, Supplies & Other	319	-	(319)	
10	Total Expenditures	1,319	1,000	(319)	
11					
12	To/(From) Reserves:	-	-	-	

## County of Santa Cruz

### GL Key 722285

Segments 10 & 11 will construct 4.7 miles between 17th Avenue in the unincorporated area of Santa Cruz County known as Live Oak through Jade Street Park in the City of Capitola, then up to State Park Drive in Aptos in unincorporated Santa Cruz County. The County of Santa Cruz in partnership with the City of Capitola, will continue technical studies in FY 2023-24 and FY 2024-25 to support preliminary environmental review and preliminary design of Segments 10 & 11 of the trail from 17<sup>th</sup> Ave to State Park Drive (4.7 miles). The county secured an Active Transportation Program (ATP) grant for design, right-of-way, and construction, using Measure D as a match. Construction is scheduled to begin in 2026.

MBSST Coastal Rail Trail		FY 2023-24	FY 2024-25		
GL Key 722285		Approved	Proposed	Difference	Note
County of Santa Cruz		12/7/2023	4/4/2024		
<hr/>					
Revenues					
1	Measure D	40186	2,418,924	541,773	(1,877,151) FY 2023-24 Unspent funds will carryover
2	Total Revenues		2,418,924	541,773	(1,877,151)
Expenditures					
4	Allocated Labor Costs	51070	26,660	27,520	859
5	Allocated Overhead (indirect costs)	62354	28,340	29,253	914
6	Total Salaries, benefits, & overhead		55,000	56,773	1,773
7	Professional Services	62381	287,716	15,000	(272,716)
8	County of Santa Cruz Seg 10-11	75303	2,076,208	470,000	(1,606,208)
9	Total Services, Supplies & Other		2,363,924	485,000	(1,878,924)
10					
11	Total Expenditures		2,418,924	541,773	(1,877,151)
12					
13	To/(From) Reserves:		-	-	-



## RTC Summary and Fund Balances

Proposed April 4, 2024								
Fund Balances and Reserves for RTC Programs & Projects								
Description	RTC FUND (1)	RIDESHARE FUND (2)	RAIL/TRAIL AUTHORITY FUND (3)	SAFE OPERATING FUND (2)	FSP FUND (2)	MBSST ACTIVE TRANSPORTATION	HWY 1 PA/ED & ENG FUND (3)	TOTAL ALL FUNDS
1 Beginning Fund Balance (estimate):	2,899,998	496,630	604,834	510,621	141,127	2,013	154,904	4,810,126
2 FY 2024/25 Revenues budgeted	-	-	-	-	-	-	-	-
3 Reserve carried over	(916,940)	(124,991)	-	(161,775)	-	-	-	(1,203,706)
4 FY 2024/25 Excess Revenues over Expenditures	(1,137,694)	(76,600)	390,847	(180,500)	-	-	-	(1,003,947)
5 Subtotal Fund Balance	845,364	295,039	995,681	168,346	141,127	2,013	154,904	2,602,473
6 To Cashflow Reserve	-	-	-	-	-	-	-	-
7 To Restricted Reserve Fund	(223,291)	-	-	-	-	-	-	(223,291)
8 Total Fund Balance	622,072	295,039	995,681	168,346	141,127	2,013	154,904	2,379,182
9								
10								
11 Reserve Funds								
12 Reserve Target (30%)	1,140,231	124,991	-	161,775	-	-	-	1,426,997
13								
14 Cashflow Reserve ( 8%)	304,062	124,991	-	161,775	-	-	-	590,827
15 Restricted Reserve ( 22%)	836,170	-	-	-	-	-	-	836,170
16 Total Reserve Funds	1,140,231	124,991	-	161,775	-	-	-	1,426,997

17

18 Notes:

19 Numbers in parentheses are negative numbers. All other numbers are positive numbers.

20 Funds within each category (column) are restricted for use on projects/programs within that category.

21 Fund Balance = Balances of Funds not used at the end of prior fiscal year.

22 Budgeted Carryover = Portion of Fund Balance used in current fiscal year budget.

23

24 (1) 3.6 month (or 30%) operating reserve target established in RTC Rules and Regulations for the RTC Fund ; months (or %) available in this proposed budget

25 (2) 3.6 month (or 30%) operating reserve target approved for the SAFE Fund to cover SAFE, FSP and Cruz511 operations

26 (3) Reserve funds not proposed for capital project funds

Proposed April 4, 2024					
Fund Balances and Reserves for Special Revenue Funds					
Description	TDA FUND (1)	RSTP EXCHANGE FUND (2)	STA FUND (3)	LCTOP Fund (3)	TOTAL ALL FUNDS
1					
2 Beginning Fund Balance (estimate):	2,747,238	7,959,426	43	53,902	10,760,609
3 FY 2024/25 Revenues budgeted	12,332,348	4,191,323	-		16,523,671
4 FEMA Reimbursement for 2017 Storm Damage		3,589,038	-	-	3,589,038
5 FEMA Reimbursement for 2023 Storm Damage		1,260,159			1,260,159
6 Restricted Reserve carried over	(424,398)	-	-	-	(424,398)
7 Funds Not Yet Programmed	-	7,301,552	-	-	7,301,552
8 Funds programmed - Prior FY	(2,322,840)	(8,515,483)			(10,838,323)
9 Funds programmed - Current FY	(11,770,958)	(15,017,912)	-	(40,460)	(26,829,330)
10 Subtotal Fund Balance	561,390	768,104	43	13,442	1,342,979
11					
12 To Restricted Reserve Fund	(561,390)				(561,390)
13 Total Fund Balance	-	768,104	43	13,442	781,589
14					
15					
16 Reserve Funds					
17 Reserve Target (8% target for TDA fund; 30% target for others)	985,788	-	-	-	985,788
18					
19 Restricted Reserve Carryover from prior FY (8% target for TDA fund)	424,398				424,398
20 Restricted Reserve Budgeted in Current FY (8% target for TDA fund)	561,390	-	-	-	561,390
21 Total Reserve Funds	985,788	-	-	-	985,788
22					
23 Reserve Fund Difference from Target	-	-	-	-	-
24					
25 Notes:					
26 <b>FY2022-23 TDA revenues were \$556,262 lower than estimated creating a deficit in the 8% reserve fund target.</b>					
27 Numbers in parentheses are negative numbers. All other numbers are positive numbers.					
28 Funds within each category (column) are restricted for use on projects/programs within that category.					
29 Fund Balance = Balances of Funds not used at the end of prior fiscal year.					
30 Budgeted Carryover = Portion of Fund Balance used in current fiscal year budget.					
31					
32 (1) 8% reserve established in RTC Rules and Regulations for the TDA Fund; % available in this proposed budget					
33 (2) Reserve funds not proposed for capital project funds					
34 (3) This is a pass-through fund, all receipts are paid to Santa Cruz Metro or other transit providers					

## Budget Glossary and Acronym Guide

**Allocate:** The process used to release funding to transportation projects.

**Amendment:** A proposed or adopted change to the budget.

**Appropriate/Appropriation:** Authorization for a specific agency to make expenditures or incur liabilities from a specific fund for a specific purpose.

**Audit:** A review of financial statements or performance activity (such as of an agency or program) to determine conformity or compliance with applicable laws, regulations, and/or standards.

**Budget:** A plan of operation expressed in terms of financial or other resource requirements for a specific period of time.

**Budget Cycle:** The period of time, usually one year, required to prepare a financial plan and enact that portion of it applying to the budget year. Significant events in the cycle include:

- Proposed Budget for a new fiscal year with estimated revenues from the State Controller's Office, County Auditor, and RTC consultants (February-March) for adoption (April-May). The proposed budget purpose is to inform local agencies in the development of their budget adoption in June.
- Mid-Year Budget Amendment to evaluate revenue and expenditures based on project status and carryover balances from the prior fiscal year (June).
- Fall Budget Amendment incorporates the final spending for prior fiscal year and adoption of the Measure D 5-yr programming of funds (October-November).
- Other Amendments are submitted throughout the year to include unanticipated funding, revenues, or expenditures.
- 

**Budget, Program or Traditional:** A program budget expresses the operating plan in terms of the costs of activities (programs) to be undertaken to achieve specific goals and objectives. A traditional (or object of expenditure) budget expresses the plan in terms of categories of costs of the goods or services to be used to perform specific functions.

**Capital Outlay:** A character of expenditure of funds to acquire land, plan and construct new buildings, expand, or modify existing buildings, and/or purchase equipment.

**Carryover:** The balance of an appropriation available for expenditure in years subsequent to the year of enactment. For example, if a three-year appropriation is not fully encumbered in the first year, the remaining amount is carried over to the next fiscal year.

**Cash Basis:** The basis of accounting that records receipts and disbursements when cash is received or paid.

**Cash Statement:** A statement of cash receipts and disbursements for a specified period of time. Amounts recorded as accruals, which do not affect cash, are not reflected in this statement.

**Capital Improvements:** Physical infrastructure improvements such as pavement, sidewalks, bridges, signals and purchases of equipment, vehicles.

**COLA:** see Cost of Living Adjustment

**Cost of Living Adjustment (COLA):** Cost of living is the cost of maintaining a certain standard of living.

**Expenditure:** In transportation terms, this is any allowable expense associated with a project or program.

**Fiscal Year (FY):** The 12-month period established for budgeting purposes. The fiscal year for state and most local governments in California begins July 1 and ends June 30. The federal fiscal year begins October 1 and ends September 30.

**Fund:** A legal budgeting and accounting entity that provides for the segregation of moneys or other resources in the County Treasury for obligations in accordance with specific restrictions or limitations. A separate set of accounts must be maintained for each fund to show its assets, liabilities, reserves, and balance, as well as its income and expenditures.

**Fund Balance:** Excess of a fund's assets over its liabilities and reserves.

**FY:** see Fiscal Year.

**ICAP:** see Indirect Cost Allocation Plan

**Indirect Costs:** Costs which by their nature cannot be readily associated with a specific organization unit or program. Like general administrative expenses, indirect costs are distributed to the organizational unit(s) or program(s) which benefit from their incurrence.

**Indirect Cost Allocation Plan (ICAP):** The amount of administrative and general costs chargeable to and recovered from federal and state funds, as determined by the Department of Transportation.

**Local Jurisdictions:** The four cities (Capitola, Santa Cruz, Scotts Valley, and Watsonville) and the (unincorporated) County of Santa Cruz, each of which has its own elected decision-makers, planning and public works departments, and control over land-use decisions within its boundaries.

**Overhead:** Those elements of cost necessary in the performance of a service that are of such a nature that the amount applicable to the service cannot be determined directly. Usually, they relate to those costs that do not become an integral part of the service, such as rent, heat, light, supplies, management, or supervision. See also "Indirect Costs."

**Reimbursements:** An amount received as a payment for the cost of services performed, or of other expenditures made for, or on behalf of, another entity. Reimbursements represent the recovery of an expenditure. Reimbursements are available for expenditure up to the budgeted amount (scheduled in an appropriation).

**Reserve:** An amount of a fund balance set aside to provide for expenditures from the unencumbered balance for continuing appropriations, economic uncertainties, future apportionments, pending salary or price increase appropriations, and appropriations for capital outlay projects.

## Programming, Planning, and Project Glossary and Acronym Guide

**Active Transportation:** Active Transportation includes any method of travel that is human powered, but most commonly refers to walking and bicycling.

**Accrual basis of accounting:** The basis of accounting in which revenue is recorded when earned and expenditures are recorded when obligated, regardless of when the cash is received or paid.

**Active Transportation Program:** State funding program established in 2013 for projects that increase bicycling and walking. Consolidates several federal and state programs - including the federal Transportation Alternatives Program (TAP)/formerly Transportation Enhancement Activities (TEA), Safe Routes to Schools, and Bicycle Transportation Account.

**AMBAG:** see Association of Monterey Bay Area Governments

**Association of Monterey Bay Area Governments (AMBAG):** A voluntary association, formed by a Joint Powers Agreement, of Santa Cruz, San Benito and Monterey counties and the cities therein. AMBAG has been designated as the Metropolitan Planning Organization (MPO) by the State of California.

**ATP:** see Active Transportation Program

**Auxiliary Lane:** Freeway lanes linking adjacent interchanges to reduce weaving conflicts between exiting and entering vehicles.

**B2W:** Bike to Work

**Bikeway:** Facility designated for use by bicyclists. There are three types of bicycle facilities.

**Buffered Bike/Pedestrian Facility:** A bicycle or pedestrian facility that has additional space between the motor vehicle travel lane and the bicycle and pedestrian facility. A buffered facility offers a more comfortable biking or walking environment.

**Bus Rapid Transit (BRT):** A broad term that, through improvements to infrastructure, vehicles, and scheduling, attempts to use buses to provide a service that is of a higher quality than an ordinary bus line.

**California Coastal Trail (CCT):** The CCT is a network of public trails that will extend the entire 1200-mile length of the California Coast and currently is more than half complete.

**California Department of Transportation (Caltrans or CT):** State agency which builds and maintains state highways, some state railways, and administers multi-modal transportation programs within the state.

**California Environmental Quality Act (CEQA):** Legislation which requires private entities, state, and local agencies to disclose, consider and mitigate the environmental impacts of various actions.

**California Transportation Commission (CTC):** A board appointed by the governor and state legislature that sets spending priorities for highways and transit, reviews Regional Transportation Plans (RTPs) and Regional Transportation Improvement Programs (RTIPs) and allocates funds to transportation projects from several funding programs.

**California Transportation Plan (CTP):** A statewide, long-range transportation policy plan that provides for the movement of people, goods, services, and information. The CTP offers a blueprint to guide future transportation decisions and investments that will ensure California's ability to compete globally, provide safe and effective mobility for all persons, better link transportation and land-use decisions, improve air quality, and reduce petroleum energy consumption.

**Call Box System:** A network of roadside phones which link motorists directly with dispatchers to request assistance or emergency services.

**Caltrans:** see California Department of Transportation

**Capital Improvement Program (CIP):** A document which sets forth the cost, funding, and year of construction for projects over a specified number of years (typically five to seven years).

**Carpool:** An arrangement in which two or more people share the use of a privately-owned automobile to travel together to and from pre-arranged destinations — typically between home and work or home and school.

**Carsharing:** Organized short-term auto rental, often located in downtowns, near public transit stations, residential communities, and employment centers. Carsharing organizations operate fleets of rental vehicles that are available for short trips by members who pay a subscription fee, plus a per trip charge.

**CHP:** California Highway Patrol

**Climate Adaptation:** Refers to efforts by society or ecosystems to prepare for or adjust to climate change and its impacts.

**CNG:** see Compressed Natural Gas

**Collector Streets:** Streets that collect traffic.

**COMMISSION:** see Santa Cruz County Regional Transportation Commission

**Community Traffic Safety Coalition (CTSC):** A coalition of agencies and individuals that promotes bicycle and pedestrian safety, particularly for school children. Operated by the Santa Cruz County Health Services Agency and partially funded by the RTC.

**Commute Solutions:** Santa Cruz County's rideshare program which provides information about transportation alternatives to the single occupant vehicle and carpool match lists.

**Commute:** The trip to/from a regular location, usually work or school.

**Commuter Rail:** Conventional rail passenger service within a metropolitan area. Service primarily is in the morning (home-to-work) and afternoon (work-to-home) travel periods.

**Commuter:** A person who travels regularly between home and work or school.

**Complete Streets:** Streets designed and operated to enable safe access for all users. Pedestrians, bicyclists, motorists, and bus riders of all ages and abilities can safely move along and across a complete street.

**Compressed Natural Gas (CNG):** A clean-burning alternative fuel for vehicles.

**Congestion:** Congestion is usually defined as travel time or delay more than what is normally experienced under free-flow traffic conditions. Congestion is typically accompanied by lower speeds, stop-and-go travel conditions, or queuing, such as behind ramp meters or heavily used intersections.

**Consolidated Transportation Services Agency (CTSA):** Agency responsible for coordinating specialized transportation services. In Santa Cruz County, the CTSA is Lift Line, a division of Community Bridges.

**Constrained (Fiscal Constraint/Financially Constrained):** Denotes a funding scenario under which projects, programs, expenditures in a plan or programming document that can be implemented within the constraints of



committed, available or reasonably available revenue sources. This document also identifies constrained projects as “Within Projected Funds.”

**Corridor:** A major transportation route which can consist of one or more highways, arterial streets, transit lines, rail lines and/or bikeways.

**Council of Governments (COG):** A voluntary organization of local governments that strives for comprehensive regional planning. AMBAG is the COG for Monterey and Santa Cruz counties.

**County Shares:** A formula in state law that requires a minimum return of STIP revenues to counties based on population and state highway miles.

**CT:** see California Department of Transportation

**CTC:** see California Transportation Commission

**CTP:** see California Transportation Plan

**CTSA:** see Consolidated Transportation Services Agency

**CTSC:** see Community Traffic Safety Coalition

**DAC:** see Disadvantaged Community

**Dedicated Funds:** Federal, state, or local funds which can be used only for specific purposes or by specific agencies.

**Demand Responsive:** Individualized transportation services requested by passengers, and/or where routes are developed around a group of requests, which may change daily. Oftentimes provided to people unable to use fixed-route buses by taxis or by advance reservation on paratransit vehicles.

**Department of Transportation (DOT):** At the federal level, the cabinet agency headed by the Secretary of Transportation that is responsible for highways, transit, aviation, and ports. The DOT includes the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Federal Aviation Administration (FAA), and other agencies. The state DOT is Caltrans.

**Disadvantaged Community (DAC):** For Santa Cruz County, transportation disadvantaged communities are defined as census tracts where greater than 65% of the total population is non-white (minority areas) and/or

greater than 33% of residing families earn less than 200% of the 2015 federal poverty level (low-income areas). Poverty areas are defined as census tracts where greater than 25% of households earned less than the 2015 federal poverty level.

In FY2022/23 the RTC will be working with the community to reevaluate this definition as part of its Equity Action Plan.

**Discretionary Funds:** Federal, state, and local funds which can be used for a variety of purposes. Sometimes also referred to as “flexible funds.”

**DMV:** CA Department of Motor Vehicles

**DOT:** see Department of Transportation

**ED:** see Environmental Document

**EIR:** see Environmental Impact Report

**Environmental Document (ED):** The draft or final Environmental Impact Statement or Environmental Impact Report, Finding of No Significant Impact, Environmental Assessment or Negative Declaration.

**Environmental Impact Report (EIR):** An assessment of the environmental effects and mitigations for a proposal or decision which, under the California Environmental Quality Act (CEQA), has been determined may significantly impact the environment.

**EPA - Environmental Protection Agency:** Federal agency established to develop and enforce regulations that implement environmental laws enacted by Congress to protect human health and safeguard the natural environment.

**Excise Tax:** Excise taxes are taxes paid when purchases are made on a specific good, such as fuel. Excise taxes are often included in the price of the product.

**Expressway:** A divided highway for high-speed traffic with at least partial control of access. In some areas, expressways are divided arterial roads with limits on the frequency of driveways and intersecting cross-streets. In other area, access to expressways is limited only to grade-separated interchanges, making them the full equivalent of freeways.

**Federal Highway Administration (FHWA):** The federal agency responsible for the approval of transportation projects related to the roadway system.

**FHWA:** see Federal Highway Administration

**Freeway Service Patrol (FSP):** Roving tow truck service that clears incidents on roadways during peak travel periods.

**Freeway:** A divided arterial highway designed for the unimpeded flow of large traffic volumes. Access to a freeway is controlled and intersection grade separations are required.

**FSP:** see Freeway Service Patrol

**FTA:** see Federal Transit Administration

**FTA Section 5307:** Federal Transit Administration (FTA) Urbanized Area Formula Program for public transit.

**FTA Section 5310:** Competitive funding to increase the mobility of seniors and persons with disabilities. The former New Freedom Program (SECT 5317) was folded into this program.

**FTA Section 5311:** Federal funding provided for rural public transportation programs.

**Gas Tax:** The tax applied to each gallon of fuel sold. In California this is also called the Motor Vehicle Fuel Tax or Highway Users Tax Account (HUTA).

**General Plan:** A policy document required of California cities and counties by state law that describes a jurisdiction's future development in general terms and includes policy statements and maps. Land use decisions must be derived from the document, which includes seven mandatory elements: Land Use, Circulation, Housing, Conservation, Open Space, Noise, and Safety.

**GHG:** see Greenhouse Gas

**GIS - Geographic Information System:** Mapping software that links information about where things are with information about what things are like. GIS allows users to examine relationships between features distributed unevenly over space, seeking patterns that may not be apparent without using advanced techniques of query, selection, analysis, and display.

**Grants:** Typically used to describe amounts of money received by an organization for a specific purpose but with no obligation to repay.

**Greenhouse Gas (GHG):** Any of the atmospheric gases that contribute to the greenhouse effect by absorbing infrared radiation produced by solar warming of the Earth's surface. Including carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride.

**High Occupancy Toll (HOT) Lanes:** A lane on a multi-lane highway designated for use, primarily in the peak periods, free of charge by vehicles with two or more occupants or for single-occupant vehicles paying a toll.

**High Occupancy Vehicle (HOV) Lanes (or Diamond Lanes):** A lane on a multi-lane highway designated for use, primarily in the peak periods, only by vehicles with more than one (or sometimes two) occupants – such as carpools, vanpools, shuttles, and buses. In California, motorcycles, emergency vehicles, and certain low/zero emissions vehicles may also use HOV lanes.

**Highway Bridge Program (HBR):** Federal funding program administered by Caltrans for bridge replacement or rehabilitation on public roads.

**Highway Safety Improvement Program (HSIP):** Formerly the Hazard Elimination and Safety Program (HES). Federal funding program administered by Caltrans for improving safety.

**Highway:** A general term which includes roads, streets, and parkways and all their appurtenances. In this document “highway” typically refers only to roads on the State Route System however (e.g. Highway 17).

**HIP:** Highway Infrastructure Program (HIP) federal funding program.

**HOT:** see High Occupancy Toll Lanes

**HOV:** see High Occupancy Vehicle Lanes

**HQ:** Headquarters

**HSIP:** see Highway Safety Improvement Program

**HSR - High Speed Rail:** Railroad passenger service that, as defined by California state law, operates at maximum speeds of more than 200 miles per hour. Because of the speed, high speed rail normally operates on intercity (longer) routes.

**IIJA:** see Infrastructure Investment and Jobs Act

**Infrastructure Investment and Jobs Act:** The Infrastructure Investment and Jobs Act of 2021 (IIJA, P.L. 117-58) is a federal bill that includes the federal Surface Transportation Reauthorization Act and Surface Transportation Investment Act. Sometimes also referred to as the Bipartisan Infrastructure Law (BIL), it includes provisions related to federal-aid highway, transit, highway safety, motor carrier, research, hazardous materials, and rail programs of the U.S. Department of Transportation (U.S. DOT). Overall, the bill includes \$1.2 trillion in investments over five years, from Federal Fiscal Year (FFY) 2022 through FY 2026, including \$550 billion in new spending on transportation, water and power infrastructure, and pollution cleanup, in addition to regular annual spending on infrastructure projects.

**Initial Study:** Under CEQA, a systematic review of a proposed project was undertaken to determine whether there is substantial evidence that it may result in one or more significant impacts.

**In-Lieu Fee (ILF) Mitigation:** A permittee pays a fee to the operator of the ILF program instead of conducting project-specific mitigation. An ILF program typically combines fees collected from a number of permittee's projects to finance a mitigation project.

**Interagency Technical Advisory Committee (ITAC):** An RTC committee consisting of representatives from planning and public works departments, transit, UCSC and Cabrillo College, transportation management associations, the Air District, and other entities who review and make recommendations about regional plans, projects, and funding.

**Inter-modal:** Using or addressing inter-connections between various transportation facilities or modes.

**IS:** see Initial Study

**ITAC:** see Interagency Technical Advisory Committee

**Jobs/Housing Balance:** The interrelationship between the location and type of housing versus the location and type of jobs in a region. This interrelationship has implications for transportation demand.

**Key Destinations:** Eleven locations of employment and commercial centers identified throughout Santa Cruz County for use in target analysis.

**LCP:** see Local Coastal Program

**Level of Service (LOS):** A qualitative assessment of a facility's operating conditions. The extent or degree of service provided by, or proposed to be provided by, a facility based on and related to the operational characteristics of the facility. Level of Service indicates the capacity per unit of demand for each public facility. For automobiles, LOS ratings typically range from LOS A, which represents free-flow conditions, to LOS F, which is characterized by heavy congestion, stop-and-go traffic, and long queues forming behind breakdown points.

**Light Rail:** A passenger transportation system of self-propelled vehicles that operate over steel rails located in the street, on an aerial structure, or on a separated right of way.

**LNG:** see Liquefied Natural Gas

**Local Coastal Program (LCP):** Local Coastal Programs are basic planning tools used by local governments to guide development in the coastal zone, in partnership with the Coastal Commission.

**Local Streets:** Streets that provide direct access to adjacent residential areas, on which through traffic is generally discouraged.

**Local Transportation Commission (LTC):** Established under SB 325 to allocate Transportation Development Act (TDA) revenues and designated under AB 69 as the regional transportation planning agency (RTPA). The Santa Cruz County Regional Transportation Commission is the LTC for Santa Cruz County.

**LOS:** see Level of Service/Level of Service Standard

**Low Emission Vehicles:** Vehicles using alternative fuel sources which emit little or no tailpipe exhaust, e.g., electric, hybrid electric, hydrogen, and fuel cell.

**LTC:** see Local Transportation Commission

**LTF:** Local Transportation Funds. See Transportation Development Act

**Mass Transit:** A common carrier service provided for transporting passengers on established routes, with fixed schedules, published rates of fares. Includes buses and rail.

**MBSST Network:** see Monterey Bay Sanctuary Scenic Trail Network

**Measure D:** The 2016 transportation ballot measure approved by over two-thirds of Santa Cruz County voters in November 2016 which generates revenues from a half-percent transaction and use tax (sales tax).

**Metro:** see Santa Cruz Metropolitan Transit District

**Metropolitan Planning Organization (MPO):** A federally designated agency responsible for monitoring and planning associated with regional employment, residential and transportation. AMBAG is the MPO for Santa Cruz County as part of the three-county Monterey Bay region.

**Metropolitan Transportation Plan (MTP):** The federally mandated transportation plan for the tri-county Monterey Bay region, composed of transportation projects from the transportation plans from Santa Cruz, Monterey and San Benito counties prepared by AMBAG. With SB375, also includes the regional Sustainable Communities Strategy (SCS).

**Mitigation:** Project or program intended to offset impacts of a transportation project on an existing natural resource such as a stream, wetland, and/or endangered species.

**Mitigation Banking:** The preservation, enhancement, restoration or creation of a wetland, stream, or habitat conservation area which offsets, or compensates for, expected adverse impacts to similar nearby ecosystems.

**Mixed Flow Lane:** Travel lanes shared by autos, trucks, buses, and motorcycles (as compared to restricted lanes, such as HOV lanes).

**Mixed Use:** Combining commercial, office, and/or residential land uses to reduce travel distances and facilitate walking. Examples include multi-story buildings containing businesses and retail stores on the lower floors, and homes on the upper floors.

**MMLOS:** see Multimodal Level of Service

**Mode Split or Mode Share:** The proportion of total travel in each travel mode.

**Mode:** Method of travel, e.g., private automobile, walking, bicycle, transit, airplane, bus, train.

**Monterey Bay Sanctuary Scenic Trail (MBSST) Network:** A planned recreation, transportation and interpretive pathway that links existing and new trail segments into a continuous coastal trail around the Monterey Bay, from Lover's Point in Monterey County to the San Mateo County line in Santa Cruz County.

**MPO:** see Metropolitan Planning Organization

**MTD:** see Santa Cruz Metropolitan Transit District

**MTIS:** see Major Transportation Investment Study

**Multimodal Level of Service (MMLOS):** *A way to measure the degree to which street design and operations meets the traveling needs of each user type – automobile, bus, pedestrian, bicycle, etc.*

**Multi-modal:** Using or addressing more than one transportation mode.

**National Environmental Policy Act (NEPA):** Federal law identifying environmental disclosure requirements. Required to be followed on projects using federal funds.

**National Highway System (NHS):** A federally established national road system. In Santa Cruz County, the NHS includes sections of Highway 1, Highway 17, Highway 129, Highway 152, 41<sup>st</sup> Avenue, Capitola Road, Freedom Boulevard, Graham Hill Road, Mt. Hermon Road, Ocean Street, Soquel Avenue, and other major arterials.

**NB:** Northbound

**ND:** see Negative Declaration

**Negative Declaration (ND):** A determination based upon an initial study that there is no substantial evidence that a proposed project may result in a significant effect.

**NEPA:** see National Environmental Policy Act

**NHS:** see National Highway System

**O&M: Operations and Maintenance.** The range of activities and services provided by the transportation system and for the upkeep and preservation of the existing system.

**Obligate:** The act of securing commitment from Federal or State government (e.g., FHWA or Caltrans) to pay or reimburse entities for a project's eligible costs. Many funding programs require a project sponsor to obligate funds in a timely manner or lose the funds.

**Off-Peak Period:** The time of day when the lowest concentration of travel is using a transportation facility. These times are generally before 6 a.m., midday, and after evening commute hours.

**Open Space:** Generally understood as any area of land or water which is not developed for urbanized uses. In General Plans areas may be designated as Open Space for the purposes of the preservation or managed production of natural resources, outdoor recreation, or the promotion of public health and safety.



**Operations:** On-going activities necessary to manage and perform services for a system, such as labor costs. For transit, costs include fuel, salaries, and replacement parts.

**Overall Work Program (OWP):** Budgetary document describing proposed activities for the upcoming fiscal year, including those required by federal and state law.

**OWP:** see Overall Work Program

**PA&ED:** see Project Approval and Environmental Document (PA&ED)

**Paratransit:** Term used to describe transportation services which operate on flexible routes and/or provide demand-responsive service and is most frequently used by elderly and disabled passengers unable to take fixed route transit. Generally, vans, small buses, or taxis are used to provide this service. The ADA-mandated service in our region is Para Cruz and is provided by METRO. Another main provider is Community Bridges Lift Line.

**Park-and-Ride Lot:** A facility where individuals can meet to utilize carpools, vanpools, and transit to continue traveling to their destinations.

**Parking Management:** Strategies which use parking supply or pricing as an incentive or disincentive to affect the demand for parking. Preferred parking for carpools is an example of a parking management incentive, and charging parking fees is an example of a disincentive.

**Passenger Miles:** The total number of passengers carried by a transit system, multiplied by the number of miles each passenger travels. Passenger miles are normally measured on a daily or annual basis.

**Pavement Condition Index (PCI):** A numerical index between 0 and 100 used to indicate the general condition of a pavement with 0 representing the worst possible condition and 100 representing the best possible condition.

**Peak Periods:** The hours during which the greatest traffic volumes or highest transit use occur.

**Performance Based Planning:** An approach that uses performance measures to support investment decisions to help achieve desired outcomes.

**Performance Measures (or Evaluation Measures or Targets):** Objective, quantifiable measures used to evaluate the performance of the transportation system, and to determine how well-planned improvements to the system are achieving established objectives.

**PID:** see Project Initiation Document

**Plans, Specifications and Estimates (PS&E):** A phase or milestone in the life cycle of a project following PA&ED and preceding construction; includes the preparation of construction contract documents, the acquisition of right of way, and the securing of permits.

**“Planned” Projects:** Projects on the Constrained/within projected funds RTP list which have not previously been approved for funding by the RTC. Projects are expected to be funded through 2035.

**PM:** see Post Mile

**Post Mile:** The mileage measured in statute miles from a county line or the beginning of a route to another county line or the ending of the route. Each post mile along a route in a county is a unique location on the State Highway System.

**Primary Transportation Network:** Includes state highways, principal arterials, and rail line in Santa Cruz County.

**Program:** *verb-* to assign funds to a project.

**Programs and Projects:** Activities of an organization grouped on the basis of common objectives. Programs and projects are comprised of elements, which can be further divided into components and tasks.

**Program Environmental Impact Report (PEIR):** Environmental review process used to evaluate the potential environmental effects of large-scale plans or programs.

**“Programmed” Projects:** Projects on the Constrained/within projected funds list for which funding has already been approved by the RTC. These projects will be initiated and/or completed by 2019.

**Project Approval and Environmental Document (PA&ED):** A major phase in the life cycle of a project following the Project Initiation Document and Programming but preceding PS&E.

**Project Initiation Document (PID):** an engineering document or technical report that documents the scope, cost, and schedule of a project.

**Project Study Report (PSR):** A preliminary engineering report that documents agreements on the scope, a set of reasonable and feasible alternatives, the schedule, and the estimated cost of a project so that the project can be included in a future State Transportation Improvement Program (STIP).

**Proposition 1A:** Bond measure passed by voters in November 2008 authorizing \$9.95 billion to the California High-Speed Rail Authority to construct the core segments of the rail line from San Francisco to the Los Angeles area.

**Proposition 1B:** Bond measure passed by voters in November 2006 authorizing \$27 billion in bonds distributed to highway, local road, and transit projects through a combination of competitive and formula programs.

**Proposition 116:** Bond measure passed by voters in June 1990 providing \$1.9 billion in funds primarily for rail projects, but also included funds for paratransit vehicles, bicycle facilities, and ferries. \$11 million was earmarked for Santa Cruz County rail projects.

**PS&E:** see Plans, Specifications and Estimates

**PSR:** see Project Study Report

**Rail Transit:** Public transportation services provided on a fixed rail line, e.g., light rail.

**Ramp Metering:** Electronic traffic control devices located at freeway access points to meter the entry of vehicles onto the freeway. The goal is to help optimize the movement of persons and vehicles.

**Regional Surface Transportation Program (RSTP):** See Surface Transportation Block Grant Program (STBG).

**Regional Surface Transportation Program Exchange (RSTPX):** Surface Transportation Block Grant Program (STBG)/Regional Surface Transportation Program funds (federal) exchanged for state funding.

**Regional Transportation Improvement Program (RTIP):** The state required a multi-year capital improvement program for transportation projects using state and federal funds. The RTIP for Santa Cruz County is adopted by the SCCRTC and is submitted to the California Transportation Commission for inclusion in the State Transportation Improvement Program (STIP) and to AMBAG for inclusion in the FTIP.

**Regional Transportation Plan (RTP):** The state-mandated long-range plan that acts as a blueprint to guide transportation development. Developed by regional transportation planning agencies, it includes a policy, action, and financial elements. The SCCRTC prepares and adopts the RTP for Santa Cruz County. The RTP must be consistent with other local plans.

**Regional Transportation Planning Agency (RTPA):** Agencies designated by the State of California to provide regional transportation planning and make funding decisions, including preparation of the Regional Transportation

Plan and the Regional Transportation Improvement Program. The Santa Cruz County Regional Transportation Commission is the designated RTPA for Santa Cruz County.

**Regional Travel Demand Model (RTDM):** A computer software program using demographic data to estimate the transportation impacts of population growth and land use decisions on the transportation system, and to assess the utility of transportation projects.

**Reverse Commute:** Travel in the direction opposite to the main flow of peak period commute traffic.

**Ridership:** The number of transit users, usually reported as a yearly total or as the average for a normal workday.

**Rideshare:** Alternatives to driving alone, including carpooling, vanpooling, taking the bus, bicycling, walking, and telecommuting.

**Right-of-Way (ROW):** The area of property owned by a public or private entity used for transportation purposes.

**ROE:** Right of Entry

**ROW:** see Right-of-Way

**RPA:** see Rural Planning Assistance

**RSTP:** see Regional Surface Transportation Program

**RSTPX:** see Regional Surface Transportation Program Exchange

**RTC:** see Santa Cruz County Regional Transportation Commission

**RTDM:** see Regional Travel Demand Model

**RTIP:** see Regional Transportation Improvement Program

**RTP:** see Regional Transportation Plan

**RTPA:** see Regional Transportation Planning Agency

**Rural Planning Assistance (RPA):** Funds awarded by the California Department of Transportation (Caltrans) annually for use by the Regional Transportation Planning Agency.

**Safe Routes to Schools:** Initiatives, such as education, encouragement campaigns, and infrastructure improvements, that make it easier and safer for children to walk and bicycle to school.

**SAFE:** see Service Authority for Freeway Emergencies

**Santa Cruz County Regional Transportation Commission (SCCRTC or RTC):** Transportation policy, planning and funding body designated as the Regional Transportation Planning Agency (RTPA), Local Transportation Commission (LTC), Rail/Trail Authority and Service Authority for Freeway Emergencies (SAFE) for Santa Cruz County.

**Santa Cruz METRO:** see Santa Cruz Metropolitan Transit District

**Santa Cruz Metropolitan Transit District (SCMTD or METRO):** The public transit operator for Santa Cruz County. Also known as Santa Cruz Metro.

**SB:** Southbound

**Council of San Benito County Governments (SBCOG or San Benito COG):** The Council of Governments is San Benito County's regional transportation planning agency.

**SB 375 (2008):** Established to implement the state's greenhouse gas (GHG) emission-reduction goals, as set forth by AB 32, in the sector of cars and light trucks. Requires California's Air Resources Board (CARB) to develop regional reduction targets for greenhouse gas emissions (GHG) and requires MPO's to develop "Sustainable Community Strategies" (SCS) to reduce emissions from vehicle use through integrated land use and transportation planning.

**SBCOG:** see Council of San Benito County Governments

**SCCRTC:** see Santa Cruz County Regional Transportation Commission

**Scenario Planning:** A decision making tool to help identify the projects that are prioritized in a transportation plan. Scenario planning allows a community to evaluate the likely outcomes of a number of scenarios to explore possible benefits and costs of alternative futures.

**SCMTD:** see Santa Cruz Metropolitan Transit District

**SCS:** see Sustainable Communities Strategy

**Self-Help Counties:** A term used to describe counties that have enacting local voter-approved funding mechanisms -- such as half-cent sales taxes -- to pay for transportation improvements.

**Service Authority for Freeway Emergencies (SAFE):** As the designated SAFE for Santa Cruz County, the SCCRTC owns and manages the call box system on local state highways and other motorist aid programs. Funded by \$1-per-year vehicle registration fee.

**SHOPP:** see State Highway Operations and Protection Program

**Signal Preemption:** A system used for emergency and public transit vehicles to change signal phasing from red to green allowing for more rapid crosstown access.

**SIP:** see Strategic Implementation Plan for Measure D

**SOV - Single Occupant Vehicle:** Privately operated vehicle that contains only one driver or occupant.

**Specialized Transportation:** Often used synonymously with "paratransit," refers to vehicles and programs operated primarily for the elderly and persons living with disabilities. Service is generally provided door-to-door in vans or automobiles on a semi-fixed route or demand- responsive basis.

**STA:** see State Transit Assistance

**State Highway Operation and Protection Program (SHOPP):** State plan and funding program to maintain the operational integrity and safety of the state highway system. It includes primarily rehabilitation, safety, and operational improvement projects.

**State Transit Assistance (STA):** State funding program for mass transit operations and capital projects. As of March 2010, funds derived from statewide sales tax on diesel fuel, distributed based on population.

**State Transportation Improvement Program (STIP):** A multi-year program of transportation projects to be funded with various state and federal revenues. Adopted biennially by the California Transportation Commission (CTC), based on projects proposed in RTIPs and from Caltrans (ITIP). Funds distributed to regions based 75% on population and 25% on highway miles.

**Statewide Integrated Traffic Records System (SWITRS):** Database of collisions managed by the California Highway Patrol.

**STIP:** see State Transportation Improvement Program

**STP:** see Surface Transportation Program

**Strategic Implementation Plan for Measure D:** The SIP serves as the guiding policy and programming document for the implementation of Regional Measure D projects.

**Surface Transportation Block Grant Program (STBG):** A flexible federal funding program initially established by ISTEA and distributed to regions based on population formula to fund local streets and roads, bicycle, pedestrian, highway, and transit projects. Previously known as the Regional Surface Transportation Program (RSTP).

**Sustainability:** Sustainability is defined as balancing economic, environmental and equity interests. Sustainability creates and maintains the conditions under which humans and nature can exist in productive harmony, that permit fulfilling the social, economic, and other requirements of present and future generations.

**Sustainable Community Strategies (SCS):** An element of the MTP, as required by SB 375, that demonstrates how development patterns and the transportation network, policies, and programs can work together to achieve the state's targets for reducing regional greenhouse gas (GHG) emissions from cars and light trucks in a region.

**System Preservation:** The maintenance of the existing transportation system.

**TAMC:** see Transportation Agency for Monterey County

**TCRP:** Transportation Congestion Relief Program

**TDA:** see Transportation Development Act

**TDM:** see Transportation Demand Management

**Telecommute (or Telework):** Conducting some or all daily work activities from a location other than the normal worksite, usually from home or remote site, and often with the assistance of telecommunications equipment. Employees are sometimes referred to as teleworkers or e-workers.

**TIA:** see Transportation Improvement Area

**TIP:** Transportation Improvement Program

**TCAA:** Transportation Corridor Alternatives Analysis

**TMC:** Traffic Management Center. Monitors roadways using closed circuit cameras, loop detectors and information from the CHP and field staff. Posts and updates messages on traffic conditions on various systems, including the 511-telephone number, road signs, and websites.

**TOD:** see Transit-Oriented Development

**TOS:** see Traffic Operations System

**TPP:** see Transit Priority Project

**Traffic Operations System (TOS):** A system of highway communications equipment to monitor traffic conditions and relay traveler information in real time.

**Transit:** Travel by bus, rail, or other vehicle, either publicly or privately owned, that provides general or specialized service on a regular or continuing basis.

**Transit Dependent:** An individual who because of age, income, physical/mental condition, geographic location, or personal choice, does not have a private vehicle available and relies on transit for his/her transportation needs.

**Transit-Oriented Development (TOD):** Residential and employment growth that occurs near existing and planned public transit facilities.

**Transportation Agency for Monterey County:** The Transportation Agency for Monterey County (TAMC) serves as Monterey County's regional transportation planning agency and is a state designated agency responsible for planning and financial programming of transportation projects.

**Transportation Demand Management (TDM):** Strategies to reduce demand by automobiles on the transportation system, by promoting telecommuting, flextime, bicycling, walking, transit use, staggered work hours, and ridesharing.

**Transportation Development Act (TDA):** State law enacted in 1971. Local TDA funds (or Local Transportation Funds – LTF) are generated from a one-quarter of one percent state sales tax. Revenues are allocated annually to support transportation planning and administration, transit, transportation for the elderly/disabled, bikeway and pedestrian projects, based on state law and RTC rules and regulations.

**Transportation Disabled:** People who cannot use public transportation easily or at all because of physical, emotional, or mental limitations.



**Transportation Disadvantaged:** People who have significant unmet transportation needs. May include people experiencing poverty, people experiencing language barriers, people of color, older adults, youth, and people with disabilities who experience a disproportionately small share of benefits from transportation investments, particularly because traditional transportation investments prioritize vehicles.

**Trip:** A one-way journey that proceeds from an origin to a destination by a single type of vehicular transportation.

**TSP:** see Transit Signal Priority

**U.S. DOT:** United States Department of Transportation. The federal agency responsible for highways, mass transit, aviation and ports and headed by the Secretary of Transportation. Includes the FHWA, FTA and FAA, among others.

**UCS/UCIS:** Unified Corridors Investment Study

**UCSC:** University of California, Santa Cruz

**Unconstrained:** Denotes a funding scenario not constrained by existing funding assumptions. New funds, above and beyond existing or anticipated revenues, would be needed to fund “unconstrained” projects in this RTP.

**Unmet Transit Needs Findings:** TDA funds can be used for local streets and roads in smaller counties only if the RTPA in their jurisdiction makes a finding that public transit service and operations in the county have no unmet needs that are reasonable to meet. RTPAs must hold public hearings prior to making such a determination.

**Urbanized Area:** An area with a population of 50,000 or more as designated by the U.S. Census.

**Vanpool:** A group of seven to fifteen people traveling together to work or school in a van at set times. Many vans are leased from companies which include insurance, emergency services and maintenance in the monthly rental fees.

**Vehicle Miles Traveled (VMT):** The term used for the total number of miles traveled by motor vehicles within a specified region during a particular time period.

**Vehicle Occupancy Rate:** Also known as Average Vehicle Occupancy or Ridership; the number of persons per vehicle on a given road at a given time without distinguishing trip purpose.

**Vehicle Trip:** A single vehicle movement from the beginning of travel to its destination, in a vehicle that is motor-driven (e.g., automobiles, motorcycles, trucks, buses, and vans).

**ZEV:** Zero Emission Vehicle

**VMT:** see Vehicle Miles Traveled

**Walkability:** A measure of how friendly an area is to walk. Walkability has many health, environmental, and economic benefits. Factors influencing walkability include the presence or absence and quality of footpaths, sidewalks or other pedestrian rights-of-way, traffic and road conditions, land use patterns, building accessibility, and safety, among others.

**WB:** Westbound

## EXHIBIT B



# MEASURE D BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2025 PROPOSED APRIL 4, 2024

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## Measure D Budget

### **Introduction**

Measure D is a 1/2 cent transaction and use tax measure passed in November 2016, to improve, operate and maintain Santa Cruz County's transportation network through an Expenditure Plan.

As the administrator of Measure D, the RTC allocates, administers, and oversees the expenditure of all Measure D revenues which are not directly allocated by formula annually to other agencies, consistent with the Expenditure Plan and five-year program of projects which are updated at least annually following a public hearing.

In accordance with the Ordinance, a separate fund for all Measure D revenues was established and an annual independent fiscal audit of the financial statements, including compliance with the requirements of the Expenditure Plan, is conducted. The Measure D Taxpayer Oversight Committee reviews audits and expenditures from the prior fiscal year for all recipient agencies and prepares an annual report.

The distribution and budgeting of the Expenditure Plan are accounted for in One Solution, the Santa Cruz County Auditor Controller's accounting program. General Ledgers are established to track revenues and expenditures separately and by fund purpose for each investment category, a specific project or program.

Expenditures for Measure D programs and projects are paid by RTC or other agencies and reimbursed from Measure D. These reimbursements are shown as revenue consistent with the rules of governmental accounting.

After allocating an amount to the RTC for the cost of administration and implementation of Measure D, funds are distributed by formulas set forth in the voter-approved Measure D Expenditure Plan to five investment categories as follows:

Direct Allocations

1. Neighborhood (cities and county, excluding \$500,000 annually allocated to Highway 9 & Highway 17 Wildlife Crossing) – 30%
2. Transit/Paratransit (Santa Cruz Metropolitan Transit District and Community Bridges)– 20%

Regional Projects

3. Highway Corridor – 25%
4. Active Transportation – 17%
5. Rail Corridor – 8%
6. San Lorenzo Valley Highway 9 Corridor Improvements (from Neighborhood Category) - \$10 Million (over 30 years)
7. Highway 17 Wildlife Corridor (from Neighborhood Category) - \$5 Million (over 30 years)

While the Measure D budget reflects anticipated distributions and expenditures of Measure D revenues, Measure D typically is used to fund a portion of the total project cost. Leveraged grants and other funds used to fund regional projects or phases of projects implemented by the RTC are reflected in the RTC Budget.

## Measure D Fiduciary Fund

GL Key 729000

Measure D revenues are collected by the California Department of Tax & Fee Administration (CDTFA) and distributed to the RTC each month by wire transfer to the Santa Cruz County treasury into the Measure D general fund and distributed to the separate fiduciary fund for each of the five investment categories.

Measure D Fiduciary Deposit			FY 2023-24	FY 2024-25	Difference	Difference %	Note
	Object		Approved 12/7/23	Proposed 4/4/24			
<u>Revenues Received from CDTFA</u>							
1	Measure D	40186	27,114,358	27,687,257	572,899	2.11%	HdL estimate as of February 2024
2	Interest	40430	250	250	-	0.00%	
3	Total Revenues		27,114,608	27,687,507	572,899	2.11%	
4							
5	Admin and Impl Alloc	75381	815,333	761,130	(54,202)	-6.65%	
6							
7	<u>Distributions to Investment Categories per Ordinance</u>						
8	Neighborhood 30%*	75382	7,889,708	8,077,838	188,130	2.38%	
9	Highway Corridors 25%	75383	6,574,756	6,731,532	156,775	2.38%	
10	Transit/Paratransit 20%	75384	5,259,805	5,385,225	125,420	2.38%	
11	Active Transp 17%	75385	4,470,834	4,577,442	106,607	2.38%	
12	Rail Corridor 8%	75386	2,103,922	2,154,090	50,168	2.38%	
13	Total Distributions		26,299,025	26,926,127	627,101	2.38%	
14							
15	To/(From Reserves):		250	250	-		
16	Ending Fund Balance (estimate):		250	250	-		
17							
18	*Includes Highways 9 & 17						

Note: Revenues are net of CDTFA fees. We do not expect interest income to be earned in the general fund, all revenues will be distributed to investment categories as soon as practicable. There is a small discrepancy in the formula rounding reflected in the distributions to investment categories.

## Measure D Administration and Implementation

GL Key 729100

Expenditures include allocated salaries, benefits, and overhead, materials and supplies, and consultant services including sales and use tax forecast, auditing of tax receipts, fiscal audit, and financial advisory services for administration and overall implementation of the expenditure plan, as well as staffing and reports for the Taxpayer Oversight Committee.

The RTC's consultant regularly prepares near-term forecasts for Measure D funds, which staff uses to update long-term projections and cash flow models, which were originally included in the Strategic Implementation Plan (SIP), first adopted by the RTC in February 2020. In FY 2023-24 staff evaluated project funding needs and updated the SIP, including the Measure D cash flow model. In future years, if the RTC decides to bond or use other financing tools to expedite implementation of the Expenditure Plan, that will be reflected in future budgets.



Measure D		FY 2023-24	FY 2024-25	Difference	Note
Administration & Implementation		Approved	Proposed		
GL Key 729100	Object	12/7/23	4/4/24		
1 Measure D	40186	815,333	761,130	(54,202)	
2 Interest	40430	1,000	1,000	-	
5	Total Revenues	816,333	762,130	(54,202)	
6					
7	<u>Salaries, Benefits &amp; Overhead</u>				
8 Admin Labor Costs	51070	271,144	276,873	5,729	
9 Impl Labor Costs	51070	75,945	68,562	(7,384)	
10 Overhead (indirect)	62354	419,743	367,196	(52,547)	
11	Total Salaries, Benefits & Overhead	766,832	712,630	(54,202)	
12					
13	<u>Services &amp; Supplies</u>				
16 General Supplies & Expenses	62223	5,000	5,000	-	
17 Accounting & Audit	62301	1,000	1,000	-	
20 Professional & Special Services	62381	40,000	40,000	-	
21 Adv & Promo Materials	62801	2,500	2,500	-	
37	Total Services & Supplies	48,500	48,500	-	
38					
39	Total Expenditures:	815,332	761,130	(54,202)	
40					
	To/(From) Reserves:	1,000	1,000	-	
	Beginning Fund Balance (estimate):	-	-	-	
	Ending Fund Balance (estimate):	1,000	1,000	-	

## Measure D Neighborhood– Direct Allocations

### GL Key 729200

Measure D revenues are transferred to the respective GL Key for disbursement directly to the recipient agency using the following GL Keys each month by Journal Entry, electronic funds transfer or check.

Neighborhood funds are first allocated to Highway 9 & 17, then by formulas set forth in the Measure D Expenditure Plan to the cities and the County of Santa Cruz to address transportation needs on local roads and trails.

Highway 9/San Lorenzo Valley Corridor GL Key 729202: Transportation projects to improve travel for residents of San Lorenzo Valley (page 21).

Highway 17 Wildlife Crossing GL Key 729203: Construction of a safe passage for wildlife to cross under Highway 17 (page 22).

Measure D Neighborhood Fund GL Key 729200		FY 2023-24 Approved 12/7/23	FY 2024-25 Proposed 4/4/24	Difference	Note	
Object						
1 Measure D Funds	40186	7,889,708	8,077,838	188,130	HdL estimate as of February 2024	
2 Interest	40430	500	500	-		
3 Total Revenues		7,890,208	8,078,338	188,130	Updated Every Fiscal Year	
4						
5 Direct Allocations:						
6 Highway 9 Corr Improv	62856	333,333	333,333	-	FY 2024-25	FY 2023-24
7 Highway 17 Wildlife Cross	62888	166,667	166,667	-		
8 City of Capitola	75203	351,544	362,903	11,359	4.79%	4.76%
9 City of Santa Cruz	75204	1,676,084	1,714,532	38,448	22.63%	22.68%
10 City of Scotts Valley	75205	362,646	380,470	17,824	5.02%	4.91%
11 City of Watsonville	75206	1,156,232	1,179,463	23,231	15.56%	15.65%
12 County of Santa Cruz	75303	3,843,202	3,940,470	97,268	52.00%	52.01%
13 Total Direct Allocations		7,889,708	8,077,838	188,130		
14					100%	100%
15 To/(From) Reserves:		500	500	(0)		

Note:

As stated in Measure D, funds will be distributed at least quarterly to cities and the County of Santa Cruz based on their proportional share of the countywide population (29%), lane miles of roadway (39%) and the site where the measure revenue from the transactions and use tax is generated (32%). Population, road mile and tax site generation will be updated each year based on the latest available data. Site of tax revenue generation is estimated from existing T&U taxes in the county. Each year after the RTC obtains the data specific to this T&U tax adjustments will be made based on actual data of site of tax revenue generation.

## Measure D Transit – Direct Allocations

GL Key 729400

Measure D allocates 20% of the revenue to two (2) transit providers as a direct allocation to serve seniors and people with disabilities. 80% of the transit funds (16% of net Measure D revenues) are allocated to Santa Cruz METRO, and 20% (4% of net Measure D revenues) to Community Bridges Lift Line for paratransit and public transit for seniors and people with disabilities.

Meas D Transit GL Key 729400		FY 2023-24 Approved 12/7/23	FY 2024-25 Proposed 4/4/24	Difference	Note
	Object				
1	Measure D	40186	5,259,805	5,385,225	HdL estimate as of February 2024
2	Interest	40430	200	200	
3	Total Revenues	5,260,005	5,385,425	125,420	
4					
5	<u>Direct Allocation to Service Providers:</u>				
6	Santa Cruz Metro	75302	4,207,844	4,308,180	100,336
7	Community Bridges	75365	1,051,961	1,077,045	25,084
8	Total Distributions	5,259,805	5,385,225	125,420	
9					
10	Unappropriated Revenues:	200	200	-	

## Measure D Regional Projects

The RTC is responsible for regional projects and programs funded by Measure D. Regional projects and programs include the Highway Corridor, Active Transportation/Trail Program, the Rail Corridor, the San Lorenzo Valley/Highway 9 Corridor (Neighborhood Project), and the Highway 17 Wildlife Crossing (Neighborhood Project). The RTC updates the Measure D 5-year program of projects (5-year Plan) for each regional program or project at least annually to program funds to specific projects. The budget reflects new funds for FY 2024-25, as approved in the 5-year Plan, and anticipated carryover from prior years.

## Measure D Highway Corridors

GL Key 729300

Measure D allocates 25% of revenue to highway corridor programs to improve the safety and efficiency of major highway corridors in Santa Cruz County.

Highway Corridors funds programs and projects including:

- Cruz 511 county traveler information services
- Safe on 17
- Freeway Service Patrol
- Auxiliary lanes between exits and bus-on-shoulder facilities on Highway 1
- Bicycle and pedestrian bridges over Highway 1

The budget includes:

Freeway Safety Patrol towing: A slightly higher proportion of the Freeway Safety Patrol program cost is expected to be covered by Measure D due to rising costs for the towing operator.

Cruz511 TDM: Expenditures include continued implementation of Go Santa Cruz County/Ride Amigos rideshare platform.

41<sup>st</sup> to Soquel Aux Lane: Construction of auxiliary lanes and bus-on-shoulder facilities between 41st Avenue and Soquel Drive (Phase 1) and a bicycle and pedestrian overcrossing at Chanticleer Avenue started in 2023 and will continue through 2025.

State Park to Bay/Porter: Construction of the Highway 1 auxiliary lanes and bus-on-shoulder project between the State Park Drive and Bay-Porter interchanges, including a new bicycle and pedestrian bridge over Highway 1 at Mar Vista Drive and replacement of the Capitola Avenue overcrossing, started in FY 2023-24.

Freedom-State Park: During FY 2023-24 the RTC will continue final design and right-of-way for Highway 1 auxiliary lanes and bus-on-shoulder facilities between Freedom Boulevard and State Park Drive interchanges. The project also includes the 1.25-mile Segment 12 of the Coastal Rail Trail from State Park Drive to Rio Del Mar Boulevard along the Santa Cruz Branch Rail Line. Design is funded by a combination of STIP, RSTPX, and Measure D and the project is scheduled to be construction-ready in 2025.

Measure D Highway Corridor GL Key 729300		FY 2023-24 Approved 12/7/23	FY 2024-25 Proposed 4/4/24	Difference	Note
1	Revenues				HdL estimate as of February 2024
2	Measure D	40186	6,574,756	6,731,532	
3	Interest	40430	50,000	50,000	
4	Loan Proceeds	42506	-	-	
5	Total Revenues	6,624,756	6,781,532	156,775	
6					
7	Program and Project Expenditures				
8	<u>Freeway Service Patrol (FSP)</u>				
9	Allocated Labor Costs	51070	7,998	7,998	-
10	Allocated Overhead (indirect costs)	62354	8,502	8,502	-
11	Salaries, Benefits & Overhead		16,500	16,500	-
12	Supplies	62223	4,000	4,000	-
13	Legal Fees	62359	1,000	1,000	-
14	Contingency/Special Exp	62856	5,000	5,000	-
15	Towing	62893	162,500	172,500	10,000
16	Transportation/Travel/Education	62914	1,000	1,000	-
17	Subtotal Services & Supplies		173,500	183,500	10,000
18	<u>SAFE</u>				
19	CHP	75280	50,000	50,000	-
20	Subtotal Services & Supplies		50,000	50,000	-
21	<u>Cruz 511</u>				-
22	Allocated Labor Costs	51070	58,652	58,652	-
23	Allocated Overhead (indirect costs)	62354	62,348	62,348	-
24	Salaries, Benefits & Overhead		121,000	121,000	-
25	Subscriptions - Data Collecting	62222	2,000	2,000	-
26	Website Maintenance and Tech Supp	62381	8,000	8,000	-
27	Commute Manager	62381	29,000	29,000	-
28	Transportation Demand Management	62381	50,000	60,500	10,500
29	Subtotal Services & Supplies		89,000	99,500	10,500
30	<u>41st to Soquel Aux Lanes &amp; Bike/Ped Xing:</u>				
31	Allocated Labor Costs	51070	72,710	72,710	-
32	Allocated Overhead (indirect costs)	62354	77,290	77,290	-
33	Salaries, Benefits & Overhead		150,000	150,000	-
34	Engineering & Project Management	62381	50,000	25,000	(25,000)
35	Pub Info, materials, & meetings	62381	20,000	20,000	-
36	Right of Way Capital and Support	62856	428,083	-	(428,083)
37	Construction & Contingency	62856	1,663,560	586,100	(1,077,460)
38	Subtotal Services & Supplies		2,161,643	631,100	(1,530,543)

FY 2023-24 Unspent funds will carryover

## Measure D Highway Corridor - Continued

		FY 2023-24 Approved 12/7/23	FY 2024-25 Proposed 4/4/24	Difference	
1	<u>State Park Dr to Bay Porter Aux Lanes and Mar Vista Overcrossing:</u>				
2	Allocated Labor Costs 51070	72,710	72,710	-	
3	Allocated Overhead (indirect costs) 62354	77,290	77,290	-	
4	Salaries, Benefits & Overhead	150,000	150,000	-	
5	Legal Fees 62359	10,000	10,000	-	
6	Engineering & Project Management 62381	377,324	50,000	(327,324)	
7	Pub Info, materials, & meetings 62381	10,000	10,000	-	
8	Contingency & Supplies 62856	999,404	-	(999,404)	
9	Construction Capital 62856	5,840,000	6,400,000	560,000	
10	Subtotal Services & Supplies	7,236,728	6,470,000	(766,728)	FY 2023-24 Unspent funds will carryover
11	<u>Freedom to State Park Dr Aux Lanes:</u>			-	
12	Allocated Labor Costs 51070	169,656	181,774	12,118	
13	Allocated Overhead (indirect costs) 62354	180,344	193,226	12,882	
14	Salaries, Benefits & Overhead	350,000	375,000	25,000	
15	Legal Fees 62359	187,200	187,200	-	
16	PA/ED Consultant 62381	622,898	-	(622,898)	
17	PS&E Consultant 62381	5,413,101	1,500,000	(3,913,101)	
19	Project Management Consultant 62381	80,000	80,000	-	
20	Pub Info, materials, & meetings 62381	19,932	20,000	68	
21	ROW SUPPORT 62381	251,700	1,006,800	755,100	
22	<u>ROW Capital, Contingency &amp; Supplies 62856</u>	-	-	-	
23	Subtotal Services & Supplies	6,574,831	2,794,000	(3,780,831)	FY 2023-24 Unspent funds will carryover
24					
25	Interprogram loan to Highway 17 95046	1,308,864	-	(1,308,864)	
26					
27	Total Salaries, Benefits & Overhead	787,500	812,500	25,000	
28	Subtotal Services & Supplies	16,285,702	10,228,100	(6,057,602)	
29				-	
30	Total Expenditures:	18,382,066	11,040,600	(7,341,466)	FY 2023-24 Unspent funds will carryover
31					
32	To/(From) Reserves:	(11,757,310)	(4,259,068)	7,498,242	
33	Beginning Fund Balance (estimate):	20,462,268	8,704,958	(11,757,310)	
34	Ending Fund Balance (estimate):	8,704,958	4,445,890	(4,259,068)	



## Measure D Active Transportation

GL Key 729500

Measure D allocates 17% of revenue for Active Transportation by means of investing in the Monterey Bay Sanctuary Scenic Trail Network (MBSST), otherwise known as the Coastal Rail Trail, for people walking and bicycling along the coast in Santa Cruz County.

Projects for the Monterey Bay Scenic Sanctuary Trail include:

- Construction of bicycle and pedestrian trails
- New bike and pedestrian bridges
- Adding lighting and security features
- Keeping the trail safe and clean for active use
- Storm and drainage management
- Leveraging matching state and federal grants

Maintenance and property management for the future trail corridor, including vegetation control; tree maintenance; trash and dumping abatement; encampments; drainage maintenance and repairs; addressing encroachments; and lease management. RTC also initiated work to secure environmental permits to support maintenance activities.

RTC staff provide technical support and stakeholder coordination for development of the MBSST/Coastal Rail Trail projects. Consultants are hired for technical assistance when needed.

Significant changes from the prior fiscal year include:

Segment 5: The 5.4-mile section from Wilder Ranch to Panther/Yellowbank Beach is fully funded for construction by the Federal Land Access Program (FLAP). The 2.1-mile section from Panther/Yellowbank Beach to Davenport has also been awarded FLAP funding.

FLAP funding for construction of Phase 1, and Phase 2, the Federal Highway Administration (FHWA) Central Federal Lands Division approved an early allocation of programmed funds in FY 2023-24 to begin construction of Phase I in FY 2024-25. The FHWA Central Federal Lands Division will lead implement the project construction. Therefore, FLAP funds will not run through the RTC budget.

Segments 8 and 9: The City of Santa Cruz, in partnership with the County of Santa Cruz, expect to complete preliminary design and environmental review of Segments 8 & 9 of the Coastal Rail Trail between the Santa Cruz Wharf and 17<sup>th</sup> Avenue (2.5 miles) in FY 2023-24. Using Measure D funds as a match, the City of Santa Cruz secured \$35.7 million in Active Transportation Program (ATP) funds from the state to fully fund construction. Construction is scheduled to begin in 2026.

Segments 10 and 11: The County of Santa Cruz in partnership with the City of Capitola, expects to complete preliminary design and environmental review of Segments 10 & 11 of the trail from 17<sup>th</sup> Ave to State Park Drive (4.7 miles) in FY 2023-24. Using Measure D as matching funds, the County of Santa Cruz secured \$67.6 million in Active Transportation Program (ATP) funds from the state to fund construction of the project. Construction is scheduled to begin in 2026.

Segment 12: This segment is being implemented as part of the Highway 1 Freedom-State Park project, environmental and initial design and right-of-way acquisition work done in FY 2023-24 and will continue through FY 2024-25. The environmental component of the project is underway, and the right-of-way and final design components will continue in FY 2023-24; the project is expected to be construction-ready in 2025.

Segment 18: 1.2 miles of Coastal Rail Trail. Phase I (Ohlone Parkway to the Watsonville Slough Trail Network trailhead) was completed in summer 2021. Phase II & III of Segment 18 are combined with development of the RTC's Electric Passenger Rail Transit Project.

Measure D		FY 2023-24	FY 2024-25	Difference	Note
Active Transportation		Approved	Proposed		
GL Key 729500	Object	12/7/23	4/4/24		
1	Revenues				
2	Measure D	40186	4,470,834	4,577,442	106,607 HdL estimate as of February 2024
3	Interest	40430	10,000	10,000	-
4	Other Revenue	42386	-	-	-
5	Total Revenues	4,480,834	4,587,442	106,607	
6	Expenditures				
7	MBSST Corridor and Electric Transit & Trail RTC Oversight				
8	Allocated Labor Costs	51070	435,612	409,345	(26,267)
9	Allocated Overhead (indirect)	62354	463,056	435,134	(27,922)
10	Total Salaries, Benefits & Overhead	898,668	844,479	(54,189)	
11	Services and Supplies:				
12	Corridor encroach & maint	61845	1,054,901	1,101,166	46,265
13	General Tech Assist	62381	23,092	20,000	(3,092)
14	Electric Rail Transit & Trail	62381	175,000	175,000	-
15	Boundary Survey & Encroachments	62381	237,115	-	(237,115) FY 2023-24 Unspent funds will carryover
16	Subtotal Services & Supplies	1,490,108	1,296,166	(193,942)	
17	MBSST North Coast Segment 5 (RTC Oversight):				
18	Legal Fees	62359	64,529	-	(64,529) Transaction completed in FY 2023-24
19	Tech Asst (envl, surv, EHS, etc.)	62381	332,323	-	(332,323)
20	Property Acquisitions	62856	297,598	-	(297,598) Transaction completed in FY 2023-24
21	Construction	86110	3,793,336	-	(3,793,336)
22	Subtotal Services & Supplies	4,487,786	-	(4,487,786)	FY 2023-24 Unspent funds will carryover
23	MBSST City of Santa Cruz:				
24	RTC Oversight Segments 8 & 9				
26	Tech Asst (envl, surv, EHS, etc.)	62381	93,065	-	(93,065) FY 2023-24 Unspent funds will carryover
27	Seg 8&9 SC City	75204	-	2,000,000	2,000,000 Work anticipated in FY 2024-25
28	City of Santa Cruz Seg 7 Project Sponsor				
29	Seg 7 Phase 2 to SC City	75204	2,520,000	-	(2,520,000)
30	Ongoing Maintenance	75204	48,732	35,000	(13,732)
31	Subtotal Services & Supplies	2,661,797	2,035,000	(626,797)	

Measure D Active Transportation - Continued		FY 2023-24	FY 2024-25		
Active Transportation		Approved	Proposed	Difference	Note
GL Key 729500	Object	12/7/23	4/4/24		
1	MBSST County of Santa Cruz:				
2	RTC Oversight Segment 10&11				
3	Tech Asst (envl, surv, EHS, etc.)	62381	-	15,000	15,000
4	RTC Oversight Segment 12				
5	Prelim Eng & enviro clearance	62381	287,716	-	(287,716)
6	Right of Way Capital	62856	2,076,208	4,094,000	2,017,792
7	County of Santa Cruz Segments 10 & 11 Project Sponsor				
8	Env Review and Design to SCC	75303	2,275,308	470,000	(1,805,308)
9	Subtotal Services & Supplies	4,639,232	4,579,000	(60,232)	
10	RTC Oversight City of Capitola				
11					
13	Tech Asst (envl, surv, EHS, etc.)	62381	319	-	(319)
14	Subtotal Services & Supplies	319	-	(319)	
39	RTC Oversight City of Watsonville				
40	Tech Asst (envl, surv, EHS, etc.)	62381	-	-	-
40	Ongoing Maintenance	75206	14,550	3,500	(11,050)
41	Subtotal Services & Supplies	14,550	3,500	(11,050)	
42					
43	Total Salaries, Benefits & Overhead	898,668	844,479	(54,189)	
44	Subtotal Services & Supplies	13,293,792	7,913,666	(5,380,126)	
45					
46	Total Expenditures:	14,192,460	8,758,145	(5,434,315)	
47					
48	To/(From) Reserve Funds	(9,711,626)	(4,170,703)	5,540,922	
49	Beginning Fund Balance (estimate):	20,462,268	10,750,642	(9,711,626)	
50	Ending Fund Balance (estimate):	10,750,642	6,579,939	(4,170,703)	

## Measure D Rail Corridor

GL Key 729600

Measure D allocates 8% of revenue for the Rail Corridor for infrastructure preservation and analysis of options and alternatives to driving, to plan for future mobility needs, preservation of rail corridor infrastructure, and management of rights of entry and utilities.

RTC Labor: Construction projects on the rail line will continue and additional environmental permitting will require additional RTC staff time.

Services, supplies, and construction: Construction for FY 2024-25 includes the Manresa coastal erosion repair, repairs to bridges, track bed, drainage system, and grade crossings.

Zero Emission Rail Transit: The RTC programmed Measure D funds to initiate a project concept report for passenger rail transit and applied for state funds for preliminary design and environmental review.

Meas D Rail Corridor		FY 2023-24	FY 2024-25	Difference	Note	
	Object	Approved 12/7/23	Proposed 4/4/24			
1	Measure D	40186	2,103,922	2,154,090	50,168	HdL estimate as of February 2024
3	Total Revenues	2,103,922	2,154,090	50,168		
4						
5	<u>Salaries, Benefits &amp; Overhead</u>					
6	Allocated Labor Costs	51070	378,090	414,445	36,355	
7	Allocated Overhead	62354	401,910	440,555	38,645	
8	Total Salaries, Benefits & Overhead	780,000	855,000	75,000		
9	<u>Services &amp; Supplies</u>					
10	Legal Fees	62359	100,000	25,000	(75,000)	FY 2023-24 Unspent funds will carryover
11	Professional & Special Services	62381	638,178	340,000	(298,178)	
13	Contingency/Special Exp	62856	100,000	100,000	-	
13	Construction	86110	289,323	290,000	677	
14	Total Services & Supplies	1,127,501	755,000	(372,501)		
15						
16	Total Expenditures:	1,907,501	1,610,000	(297,501)		
17						
18	To/(From) Reserve Funds	196,421	544,090	347,669		
19	Beginning Fund Balance (estimate):	3,794,448	3,990,869	196,421		
20	Ending Fund Balance (estimate):	3,990,869	4,534,959	544,090		

## Measure D San Lorenzo Valley Highway 9 Corridor Improvements

GL Key 729202

The San Lorenzo Valley Highway 9 Corridor Investment program is allocated ten (\$10) million over 30 years to prepare and implement projects including:

- Safety projects for people walking, biking, or driving
- Projects that provide safe access to schools
- Intersection and signal improvements
- Bicycle lanes, paths, and signage
- Accessible pedestrian crosswalks and sidewalks
- Improved access to bus stops and bus service

\$1 Million in Measure D funds have been programmed to leverage other funds, including State Highway Operations Protection Program, for Complete Streets projects and are expected to be needed in FY 2024-25.

Measure D SLV SR9 Improvements		FY 2023-24 Approved 12/7/23	FY 2024-25 Proposed 4/4/24	Difference	Note
	Object				
1	Measure D	40186	333,333	333,333	-
2	Interest	40430			-
3	Total Revenues	333,333	333,333		-
4					
5	Salaries, Benefits & Overhead				
6	Allocated Labor Costs	51070	14,906	-	(14,906)
7	Allocated Overhead	62354	15,846	-	(15,846)
8	Total Salaries, Benefits & Overhead	30,752	-	(30,752)	FY 2023-24 Unspent funds will carryover
9					
10	Services & Supplies				
11	Legal Fees	62359	2,000	-	(2,000)
12	Professional & Special Services	62381	66,558	-	(66,558)
14	Contingency/Special Exp	62856	-	-	-
15	Grant Match	75230	350,000	390,000	40,000
16	Total Services & Supplies	418,558	390,000	(28,558)	FY 2023-24 Unspent funds will carryover
17					
18	Total Expenditures:	449,310	390,000	(59,310)	
19					
20	To/(From) Reserves:	(115,977)	(56,667)	59,310	
21	Beginning Fund Balance (estimate):	1,452,260	1,452,260	-	
22	Ending Fund Balance (estimate):	1,336,283	1,395,593	59,310	



## Measure D Highway 17 Wildlife Crossing

GL Key 729203

The Highway 17 Wildlife Crossing project will improve safety for both drivers and wildlife. Five (\$5) million is allocated for the construction of a safe passage for wildlife to cross under Highway 17. Caltrans completed construction in 2023. The FY 2024-25 budget includes repayment of an inter-program loan from Measure D-Highway Corridors used to expedite construction.

Measure D Highway 17 Wildlife Crossing		FY 2023-24 Approved 12/7/23	FY 2024-25 Proposed 4/4/24	Difference	Note
	Object				
1	Measure D	40186	166,667	166,667	-
2	Interest	40430	-	-	-
3	Loan Proceeds	42506	1,308,864	-	(1,308,864)
5	Total Revenues	1,475,531	166,667	(1,308,864)	
6					
7	<u>Salaries, Benefits &amp; Overhead</u>				
8	Allocated Labor Costs	51070	2,424	-	(2,424)
9	Allocated Overhead	62354	2,576	-	(2,576)
10	Total Salaries, Benefits & Overhead	5,000	-	(5,000)	
11					
12	<u>Services &amp; Supplies</u>				
13	Princ & Int Trans Repayment	74244	-	166,667	166,667
14	Contribution to Other Agency	75230	1,470,531	-	(1,470,531) Project expected to be completed in FY 2023-24
15	Total Services & Supplies	1,470,531	166,667	(1,303,864)	
16					
17	Total Expenditures:	1,475,531	166,667	(1,308,864)	
18					
19	To/(From) Reserves:	-	-	-	
20	Beginning Fund Balance (estimate):	-	-	-	
21	Ending Fund Balance (estimate):	-	-	-	

## Measure D Summary and Fund Balances



Measure D Regional Funding Program and Project Budget Summary

Administration and Implementation by RTC - Proposed Budget

Fiscal Year FY 2024-25

Proposed

April 4, 2024

	Object	Admin & Impl	Hwy 9	Hwy 17 Wildlife Crossing	Highway Corridor	Active Transp	Rail Corridor	Total
<b>Revenues</b>								
1 Measure D	40186	761,130	333,333	166,667	6,731,532	4,577,442	2,154,090	14,724,193
2 Interest	40430	1,000	-	-	50,000	10,000	-	61,000
3 Loan Proceeds	42506	-	-	-	-	-	-	-
4	Total Revenues	762,130	333,333	166,667	6,781,532	4,587,442	2,154,090	14,785,193
5								
6 Salaries, Benefits & Overhead								
7 Allocated Labor Costs	51070	345,434	-	-	393,844	409,345	414,445	1,563,068
8 Allocated Overhead	62354	367,196	-	-	418,656	435,134	440,555	1,661,541
9	Total Salaries, Benefits & Overhead	712,630	-	-	812,500	844,479	855,000	3,224,609
10								
11 Services & Supplies								
12 Repairs & Maintenance	61845	-	-	-	-	1,101,166	-	1,101,166
13 Subscriptions	62222	-	-	-	2,000	-	-	2,000
14 General Supplies & Expenses	62223	5,000	-	-	4,000	-	-	9,000
15 Accounting & Audit	62301	1,000	-	-	-	-	-	1,000
16 Legal Fees	62359	-	-	-	198,200	-	25,000	223,200
17 Professional & Special Services	62381	40,000	-	-	2,809,300	195,000	340,000	3,384,300
18 Adv & Promo Materials	62801	2,500	-	-	-	-	-	2,500
19 Contingency/Special Exp	62856	-	-	-	6,991,100	4,094,000	100,000	11,185,100
20 Towing	62893	-	-	-	172,500	-	-	172,500
21 Transportation/Travel/Education	62914	-	-	-	1,000	-	-	1,000
24 Funds to City of Santa Cruz	75204	-	-	-	-	2,035,000	-	2,035,000
24 Funds to City of Watsonville	75206	-	-	-	-	3,500	-	3,500
24 Contribution to Other Agency	75230	-	390,000	-	-	-	-	390,000
25 CHP Operations	75280	-	-	-	50,000	-	-	50,000
26 Funds to SC County	75303	-	-	-	-	470,000	-	470,000
26 Construction	86110	-	-	-	-	-	290,000	290,000
27 Intra-Fund Transfer/Program Loan	95046	-	-	-	-	-	-	-
27	Total Services & Supplies	48,500	390,000	166,667	10,228,100	7,898,666	755,000	19,486,933
28								
29	Total Expenditures:	761,130	390,000	166,667	11,040,600	8,743,145	1,610,000	22,711,542
30								
31	Excess of Revenues over Expenditures:	1,000	(56,667)	-	(4,259,068)	(4,155,703)	544,090	(7,926,349)
32	Beginning Fund Balance (estimate):	-	1,452,260	-	8,704,958	10,750,642	3,990,869	24,898,729
33	Ending Fund Balance (estimate):	1,000	1,395,593	-	4,445,890	6,594,939	4,534,959	16,972,380

## Budget Glossary and Acronym Guide

**Accrual basis of accounting:** The basis of accounting in which revenue is recorded when earned and expenditures are recorded when obligated, regardless of when the cash is received or paid.

**Allocate:** The process used to release funding to transportation projects.

**Amendment:** A proposed or adopted change to the budget.

**Appropriate/Appropriation:** Authorization for a specific agency to make expenditures or incur liabilities from a specific fund for a specific purpose.

**Audit:** A review of financial statements or performance activity (such as of an agency or program) to determine conformity or compliance with applicable laws, regulations, and/or standards.

**Budget:** A plan of operation expressed in terms of financial or other resource requirements for a specific period of time.

**Budget Cycle:** The period of time, usually one year, required to prepare a financial plan and enact that portion of it applying to the budget year. Significant events in the cycle include:

- Proposed Budget for a new fiscal year with estimated revenues from the State Controller's Office, County Auditor, and RTC consultants (February-March) for adoption (April-May). The proposed budget purpose is to inform local agencies in the development of their budget adoption in June.
- Mid-Year Budget Amendment to evaluate revenue and expenditures based on project status and carryover balances from the prior fiscal year (June).
- Fall Budget Amendment incorporates the final spending for prior fiscal year and adoption of the Measure D 5-yr programming of funds (October-November).
- Other Amendments are submitted throughout the year to include unanticipated funding, revenues, or expenditures.

**Budget, Program or Traditional:** A program budget expresses the operating plan in terms of the costs of activities (programs) to be undertaken to achieve specific goals and objectives. A traditional (or object of expenditure) budget expresses the plan in terms of categories of costs of the goods or services to be used to perform specific functions.

**Capital Outlay:** A character of expenditure of funds to acquire land, plan and construct new buildings, expand or modify existing buildings, and/or purchase equipment.

**Carryover:** The balance of an appropriation available for expenditure in years subsequent to the year of enactment. For example, if a three-year appropriation is not fully encumbered in the first year, the remaining amount is carried over to the next fiscal year.

**Cash Basis:** The basis of accounting that records receipts and disbursements when cash is received or paid.

**Cash Statement:** A statement of cash receipts and disbursements for a specified period of time. Amounts recorded as accruals, which do not affect cash, are not reflected in this statement.

**Capital Improvements:** Physical infrastructure improvements such as pavement, sidewalks, bridges, signals and purchases of equipment, vehicles.

**COLA:** see Cost of Living Adjustment

**Cost of Living Adjustment (COLA):** Cost of living is the cost of maintaining a certain standard of living.

**Expenditure:** In transportation terms, this is any allowable expense associated with a project or program.

**Fiscal Year (FY):** The 12-month period established for budgeting purposes. The fiscal year for state and most local governments in California begins July 1 and ends June 30. The federal fiscal year begins October 1 and ends September 30.

**Fund:** A legal budgeting and accounting entity that provides for the segregation of moneys or other resources in the County Treasury for obligations in accordance with specific restrictions or limitations. A separate set of accounts must be maintained for each fund to show its assets, liabilities, reserves, and balance, as well as its income and expenditures.

**Fund Balance:** Excess of a fund's assets over its liabilities and reserves.

**FY:** see Fiscal Year.

**ICAP:** see Indirect Cost Allocation Plan

**Indirect Costs:** Costs which by their nature cannot be readily associated with a specific organization unit or program. Like general administrative expenses, indirect costs are distributed to the organizational unit(s) or program(s) which benefit from their incurrence.

**Indirect Cost Allocation Plan (ICAP):** The amount of administrative and general costs chargeable to and recovered from federal and state funds, as determined by the Department of Transportation.

**Local Jurisdictions:** The four cities (Capitola, Santa Cruz, Scotts Valley and Watsonville) and the (unincorporated) County of Santa Cruz, each of which has its own elected decision-makers, planning and public works departments, and control over land-use decisions within its boundaries.

**Overhead:** Those elements of cost necessary in the performance of a service that are of such a nature that the amount applicable to the service cannot be determined directly. Usually, they relate to those costs that do not become an integral part of the service, such as rent, heat, light, supplies, management, or supervision. See also "Indirect Costs."

**Reimbursements:** An amount received as a payment for the cost of services performed, or of other expenditures made for, or on behalf of, another entity. Reimbursements represent the recovery of an expenditure. Reimbursements are available for expenditure up to the budgeted amount (scheduled in an appropriation).

**Reserve:** An amount of a fund balance set aside to provide for expenditures from the unencumbered balance for continuing appropriations, economic uncertainties, future apportionments, pending salary or price increase appropriations, and appropriations for capital outlay projects.

## Programming, Planning, and Project Glossary and Acronym Guide

**Active Transportation:** Active Transportation includes any method of travel that is human powered, but most commonly refers to walking and bicycling.

**Active Transportation Program:** State funding program established in 2013 for projects that increase bicycling and walking. Consolidates several federal and state programs - including the federal Transportation Alternatives Program (TAP)/formerly Transportation Enhancement Activities (TEA), Safe Routes to Schools, and Bicycle Transportation Account.

**ATP:** see Active Transportation Program

**Auxiliary Lane:** Freeway lanes linking adjacent interchanges to reduce weaving conflicts between exiting and entering vehicles.

**Bikeway:** Facility designated for use by bicyclists. There are three types of bicycle facilities.

**Buffered Bike/Pedestrian Facility:** A bicycle or pedestrian facility that has additional space between the motor vehicle travel lane and the bicycle and pedestrian facility. A buffered facility offers a more comfortable biking or walking environment.

**Bus Rapid Transit (BRT):** A broad term that, through improvements to infrastructure, vehicles and scheduling, attempt to use buses to provide a service that is of a higher quality than an ordinary bus line.

**California Coastal Trail (CCT):** The CCT is a network of public trails that will extend the entire 1200-mile length of the California Coast and currently is more than half complete.

**California Department of Transportation (Caltrans or CT):** State agency which builds and maintains state highways, some state railways, and administers multi-modal transportation programs within the state.

**California Environmental Quality Act (CEQA):** Legislation which requires private entities, state and local agencies to disclose, consider and mitigate the environmental impacts of various actions.

**California Transportation Commission (CTC):** A board appointed by the governor and state legislature that sets spending priorities for highways and transit, reviews Regional Transportation Plans (RTPs) and Regional

Transportation Improvement Programs (RTIPs) and allocates funds to transportation projects from several funding programs.

**Call Box System:** A network of roadside phones which link motorists directly with dispatchers to request assistance or emergency services.

**Caltrans:** see California Department of Transportation

**Capital Improvement Program (CIP):** A document which sets forth the cost, funding and year of construction for projects over a specified number of years (typically five to seven years).

**Carpool:** An arrangement in which two or more people share the use of a privately-owned automobile to travel together to and from pre-arranged destinations — typically between home and work or home and school.

**Carsharing:** Organized short-term auto rental, often located in downtowns, near public transit stations, residential communities and employment centers. Carsharing organizations operate fleets of rental vehicles that are available for short trips by members who pay a subscription fee, plus a per trip charge.

**CHP:** California Highway Patrol

**Climate Adaptation:** Refers to efforts by society or ecosystems to prepare for or adjust to climate change and its impacts.

**CNG:** see Compressed Natural Gas

**Collector Streets:** Streets that collect traffic.

**COMMISSION:** see Santa Cruz County Regional Transportation Commission

**Community Traffic Safety Coalition (CTSC):** A coalition of agencies and individuals that promotes bicycle and pedestrian safety, particularly for school children. Operated by the Santa Cruz County Health Services Agency and partially funded by the RTC.

**Commute Solutions:** Santa Cruz County's rideshare program which provides information about transportation alternatives to the single occupant vehicle and carpool match lists.

**Commute:** The trip to/from a regular location, usually work or school.

**Commuter Rail:** Conventional rail passenger service within a metropolitan area. Service primarily is in the morning (home-to-work) and afternoon (work-to-home) travel periods.

**Commuter:** A person who travels regularly between home and work or school.

**Complete Streets:** Streets designed and operated to enable safe access for all users. Pedestrians, bicyclists, motorists, and bus riders of all ages and abilities can safely move along and across a complete street.

**Compressed Natural Gas (CNG):** A clean-burning alternative fuel for vehicles.

**Congestion:** Congestion is usually defined as travel time or delay more than what is normally experienced under free-flow traffic conditions. Congestion is typically accompanied by lower speeds, stop-and-go travel conditions, or queuing, such as behind ramp meters or heavily used intersections.

**Consolidated Transportation Services Agency (CTSA):** Agency responsible for coordinating specialized transportation services. In Santa Cruz County, the CTSA is Lift Line, a division of Community Bridges.

**Constrained (Fiscal Constraint/Financially Constrained):** Denotes a funding scenario under which projects, programs, expenditures in a plan or programming document that can be implemented within the constraints of committed, available or reasonably available revenue sources. This document also identifies constrained projects as "Within Projected Funds."

**Corridor:** A major transportation route which can consist of one or more highways, arterial streets, transit lines, rail lines and/or bikeways.

**CT:** see California Department of Transportation

**CTC:** see California Transportation Commission

**CTP:** see California Transportation Plan

**CTSA:** see Consolidated Transportation Services Agency

**CTSC:** see Community Traffic Safety Coalition

**DAC:** see Disadvantaged Community



**Dedicated Funds:** Federal, state, or local funds which can be used only for specific purposes or by specific agencies.

**Demand Responsive:** Individualized transportation services requested by passengers, and/or where routes are developed around a group of requests, which may change daily. Oftentimes provided to people unable to use fixed-route buses by taxis or by advance reservation on paratransit vehicles.

**Department of Transportation (DOT):** At the federal level, the cabinet agency headed by the Secretary of Transportation is responsible for highways, transit, aviation, and ports. The DOT includes the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Federal Aviation Administration (FAA), and other agencies. The state DOT is Caltrans.

**Disadvantaged Community (DAC):** For Santa Cruz County, transportation disadvantaged communities are defined as census tracts where greater than 65% of the total population is non-white (minority areas) and/or greater than 33% of residing families earn less than 200% of the 2015 federal poverty level (low-income areas). Poverty areas are defined as census tracts where greater than 25% of households earned less than the 2015 federal poverty level.

In FY2022/23 the RTC will be working with the community to reevaluate this definition as part of its Equity Action Plan.

**Discretionary Funds:** Federal, state and local funds which can be used for a variety of purposes. Sometimes also referred to as “flexible funds.”

**DMV:** CA Department of Motor Vehicles

**DOT:** see Department of Transportation

**ED:** see Environmental Document

**EIR:** see Environmental Impact Report

**Environmental Document (ED):** The draft or final Environmental Impact Statement or Environmental Impact Report, Finding of No Significant Impact, Environmental Assessment or Negative Declaration.

**Environmental Impact Report (EIR):** An assessment of the environmental effects and mitigations for a proposal or decision which, under the California Environmental Quality Act (CEQA), has been determined may significantly impact the environment.

**EPA - Environmental Protection Agency:** Federal agency established to develop and enforce regulations that implement environmental laws enacted by Congress to protect human health and safeguard the natural environment.

**Expressway:** A divided highway for high-speed traffic with at least partial control of access. In some areas, expressways are divided arterial roads with limits on the frequency of driveways and intersecting cross-streets. In other area, access to expressways is limited only to grade-separated interchanges, making them the full equivalent of freeways.

**Federal Highway Administration (FHWA):** The federal agency responsible for the approval of transportation projects related to the roadway system.

**FHWA:** see Federal Highway Administration

**Freeway Service Patrol (FSP):** Roving tow truck service that clears incidents on roadways during peak travel periods.

**Freeway:** A divided arterial highway designed for the unimpeded flow of large traffic volumes. Access to a freeway is controlled and intersection grade separations are required.

**FSP:** see Freeway Service Patrol

**FTA:** see Federal Transit Administration

**GHG:** see Greenhouse Gas

**GIS - Geographic Information System:** Mapping software that links information about where things are with information about what things are like. GIS allows users to examine relationships between features distributed unevenly over space, seeking patterns that may not be apparent without using advanced techniques of query, selection, analysis, and display.

**Greenhouse Gas (GHG):** Any of the atmospheric gases that contribute to the greenhouse effect by absorbing infrared radiation produced by solar warming of the Earth's surface. Including carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride.

**High Occupancy Toll (HOT) Lanes:** A lane on a multi-lane highway designated for use, primarily in the peak periods, free of charge by vehicles with two or more occupants or for single-occupant vehicles paying a toll.

**High Occupancy Vehicle (HOV) Lanes (or Diamond Lanes):** A lane on a multi-lane highway designated for use, primarily in the peak periods, only by vehicles with more than one (or sometimes two) occupants – such as carpools, vanpools, shuttles, and buses. In California, motorcycles, emergency vehicles, and certain low/zero emissions vehicles may also use HOV lanes.

**Highway Bridge Program (HBR):** Federal funding program administered by Caltrans for bridge replacement or rehabilitation on public roads.

**Highway:** A general term which includes roads, streets, and parkways and all their appurtenances. In this document “highway” typically refers only to roads on the State Route System however (e.g. Highway 17).

**HOV:** see High Occupancy Vehicle Lanes

**HQ:** Headquarters

**HSR - High Speed Rail:** Railroad passenger service that, as defined by California state law, operates at maximum speeds of more than 200 miles per hour. Because of the speed, high speed rail normally operates on intercity (longer) routes.

**Initial Study:** Under CEQA, a systematic review of a proposed project undertaken to determine whether there is substantial evidence that it may result in one or more significant impacts.

**In-Lieu Fee (ILF) Mitigation:** A permittee pays a fee to the operator of the ILF program instead of conducting project-specific mitigation. An ILF program typically combines fees collected from a number of permittee's projects to finance a mitigation project.

**Interagency Technical Advisory Committee (ITAC):** An RTC committee consisting of representatives from planning and public works departments, transit, UCSC and Cabrillo College, transportation management

associations, the Air District, and other entities who review and make recommendations about regional plans, projects, and funding.

**Inter-modal:** Using or addressing inter-connections between various transportation facilities or modes.

**IS:** see Initial Study

**ITAC:** see Interagency Technical Advisory Committee

**Level of Service (LOS):** A qualitative assessment of a facility's operating conditions. The extent or degree of service provided by, or proposed to be provided by, a facility based on and related to the operational characteristics of the facility. Level of Service indicates the capacity per unit of demand for each public facility. For automobiles, LOS ratings typically range from LOS A, which represents free-flow conditions, to LOS F, which is characterized by heavy congestion, stop-and-go traffic, and long queues forming behind breakdown points.

**Light Rail:** A passenger transportation system of self-propelled vehicles that operate over steel rails located in the street, on an aerial structure, or on a separated right of way.

**LNG:** see Liquefied Natural Gas

**Local Streets:** Streets that provide direct access to adjacent residential areas, on which traffic is generally discouraged.

**LOS:** see Level of Service/Level of Service Standard

**Low Emission Vehicles:** Vehicles using alternative fuel sources which emit little or no tailpipe exhaust, e.g., electric, hybrid electric, hydrogen, and fuel cell.

**Mass Transit:** A common carrier service provided for transporting passengers on established routes, with fixed schedules, published rates of fares. Includes buses and rail.

**MBSST Network:** see Monterey Bay Sanctuary Scenic Trail Network

**Measure D:** The 2016 transportation ballot measure approved by over two-thirds of Santa Cruz County voters in November 2016 which generates revenues from a half-percent transaction and use tax (sales tax).

**Metro:** see Santa Cruz Metropolitan Transit District

**Mitigation:** Project or program intended to offset impacts of a transportation project on an existing natural resource such as a stream, wetland, and/or endangered species.

**Mitigation Banking:** The preservation, enhancement, restoration or creation of a wetland, stream, or habitat conservation area which offsets, or compensates for, expected adverse impacts to similar nearby ecosystems.

**Mixed Flow Lane:** Travel lanes shared by autos, trucks, buses, and motorcycles (as compared to restricted lanes, such as HOV lanes).

**Mixed Use:** Combining of commercial, office, and/or residential land uses to reduce travel distances and facilitate walking. Examples include multi-story buildings containing businesses and retail stores on the lower floors, and homes on the upper floors.

**MMLOS:** see Multimodal Level of Service

**Mode Split or Mode Share:** The proportion of total travel in each travel mode.

**Mode:** Method of travel, e.g., private automobile, walking, bicycle, transit, airplane, bus, train.

**Monterey Bay Sanctuary Scenic Trail (MBSST) Network:** A planned recreation, transportation and interpretive pathway that links existing and new trail segments into a continuous coastal trail around the Monterey Bay, from Lover's Point in Monterey County to the San Mateo County line in Santa Cruz County.

**MTD:** see Santa Cruz Metropolitan Transit District

**MTIS:** see Major Transportation Investment Study

**Multimodal Level of Service (MMLOS):** *A way to measure the degree to which street design and operations meets the traveling needs of each user type – automobile, bus, pedestrian, bicycle, etc.*

**Multi-modal:** Using or addressing more than one transportation mode.

**National Environmental Policy Act (NEPA):** Federal law identifying environmental disclosure requirements. Required to be followed on projects using federal funds.

**National Highway System (NHS):** A federally established national road system. In Santa Cruz County, the NHS includes sections of Highway 1, Highway 17, Highway 129, Highway 152, 41<sup>st</sup> Avenue, Capitola Road, Freedom Boulevard, Graham Hill Road, Mt. Hermon Road, Ocean Street, Soquel Avenue and other major arterials.

**NB:** Northbound

**ND:** see Negative Declaration

**Negative Declaration (ND):** A determination based upon an initial study that there is no substantial evidence that a proposed project may result in a significant effect.

**NEPA:** see National Environmental Policy Act

**NHS:** see National Highway System

**O&M: Operations and Maintenance.** The range of activities and services provided by the transportation system and for the upkeep and preservation of the existing system.

**Obligate:** The act of securing commitment from Federal or State government (e.g., FHWA or Caltrans) to pay or reimburse entities for a project's eligible costs. Many funding programs require a project sponsor to obligate funds in a timely manner or lose the funds.

**Off-Peak Period:** The time of day when the lowest concentration of travels is using a transportation facility. These times are generally before 6 a.m., mid-day, and after evening commute hours.

**Open Space:** Generally understood as any area of land or water which is not developed for urbanized uses. In General Plans areas may be designated as Open Space for the purposes of the preservation or managed production of natural resources, outdoor recreation, or the promotion of public health and safety.

**Operations:** On-going activities necessary to manage and perform services for a system, such as labor costs. For transit, costs include fuel, salaries and replacement parts.

**Overall Work Program (OWP):** Budgetary document describing proposed activities for the upcoming fiscal year, including those required by federal and state law.

**OWP:** see Overall Work Program

**PA&ED:** see Project Approval and Environmental Document (PA&ED)

**Paratransit:** Term used to describe transportation services which operate on flexible routes and/or provide demand-responsive service and is most frequently used by elderly and disabled passengers unable to take fixed

route transit. Generally, vans, small buses, or taxis are used to provide this service. The ADA-mandated service in our region is ParaCruz and is provided by the METRO. Another main provider is Community Bridges Lift Line.

**Park-and-Ride Lot:** A facility where individuals can meet to utilize carpools, vanpools, and transit to continue traveling to their destinations.

**Parking Management:** Strategies which use parking supply or pricing as an incentive or disincentive to affect the demand for parking. Preferred parking for carpools is an example of a parking management incentive, and charging parking fees is an example of a disincentive.

**Passenger Miles:** The total number of passengers carried by a transit system, multiplied by the number of miles each passenger travels. Passenger miles are normally measured on a daily or annual basis.

**Peak Periods:** The hours during which the greatest traffic volumes or highest transit use occur.

**Performance Based Planning:** An approach that uses performance measures to support investment decisions to help achieve desired outcomes.

**Performance Measures (or Evaluation Measures or Targets):** Objective, quantifiable measures used to evaluate the performance of the transportation system, and to determine how well planned improvements to the system are achieving established objectives.

**PID:** see Project Initiation Document

**Plans, Specifications and Estimates (PS&E):** A phase or milestone in the life cycle of a project following PA&ED and preceding construction; includes the preparation of construction contract documents, the acquisition of right of way, and the securing of permits.

**“Planned” Projects:** Projects on the Constrained/within projected funds RTP list which have not previously been approved for funding by the RTC. Projects are expected to be funded through 2035.

**PM:** see Post Mile

**Post Mile:** The mileage measured in statute miles from a county line or the beginning of a route to another county line or the ending of the route. Each post mile along a route in a county is a unique location on the State Highway System.

**Primary Transportation Network:** Includes state highways, principal arterials and rail line in Santa Cruz County.

**Program:** *verb-* to assign funds to a project.

**Programs and Projects:** Activities of an organization grouped on the basis of common objectives. Programs and projects are comprised of elements, which can be further divided into components and tasks.

**Program Environmental Impact Report (PEIR):** Environmental review process used to evaluate the potential environmental effects of large-scale plans or programs.

**“Programmed” Projects:** Projects on the Constrained/within projected funds list for which funding has already been approved by the RTC. These projects will be initiated and/or completed by 2019.

**Project Approval and Environmental Document (PA&ED):** A major phase in the life cycle of a project following the Project Initiation Document and Programming but preceding PS&E.

**Project Initiation Document (PID):** an engineering document or technical report that documents the scope, cost, and schedule of a project.

**Project Study Report (PSR):** A preliminary engineering report that documents agreements on the scope, a set of reasonable and feasible alternatives, the schedule, and the estimated cost of a project so that the project can be included in a future State Transportation Improvement Program (STIP).

**PS&E:** see Plans, Specifications and Estimates

**PSR:** see Project Study Report

**Rail Transit:** Public transportation services provided on a fixed rail line, e.g., light rail.

**Ramp Metering:** Electronic traffic control devices located at freeway access points to meter the entry of vehicles onto the freeway. The goal is to help optimize the movement of persons and vehicles.

**Regional Surface Transportation Program (RSTP):** See Surface Transportation Block Grant Program (STBG).

**Regional Surface Transportation Program Exchange (RSTPX):** Surface Transportation Block Grant Program (STBG)/Regional Surface Transportation Program funds (federal) exchanged for state funding.



**Regional Transportation Improvement Program (RTIP):** The state required multi-year capital improvement program for transportation projects using state and federal funds. The RTIP for Santa Cruz County is adopted by the SCCRTC and is submitted to the California Transportation Commission for inclusion in the State Transportation Improvement Program (STIP) and to AMBAG for inclusion in the FTIP.

**Regional Transportation Plan (RTP):** The state-mandated long-range plan that acts as a blueprint to guide transportation development. Developed by regional transportation planning agencies, it includes a policy, action, and financial elements. The SCCRTC prepares and adopts the RTP for Santa Cruz County. The RTP must be consistent with other local plans.

**Regional Transportation Planning Agency (RTPA):** Agencies designated by the State of California to provide regional transportation planning and make funding decisions, including preparation of the Regional Transportation Plan and the Regional Transportation Improvement Program. The Santa Cruz County Regional Transportation Commission is the designated RTPA for Santa Cruz County.

**Regional Travel Demand Model (RTDM):** A computer software program using demographic data to estimate the transportation impacts of population growth and land use decisions on the transportation system, and to assess the utility of transportation projects.

**Reverse Commute:** Travel in the direction opposite to the main flow of peak period commute traffic.

**Ridership:** The number of transit users, usually reported as a yearly total or as the average for a normal workday.

**Rideshare:** Alternatives to driving alone, including carpooling, vanpooling, taking the bus, bicycling, walking and telecommuting.

**Right-of-Way (ROW):** The area of property owned by a public or private entity used for transportation purposes.

**ROE:** Right of Entry

**ROW:** see Right-of-Way

**RPA:** see Rural Planning Assistance

**RSTP:** see Regional Surface Transportation Program

**RSTPX:** see Regional Surface Transportation Program Exchange

**RTC:** see Santa Cruz County Regional Transportation Commission

**RTDM:** see Regional Travel Demand Model

**RTIP:** see Regional Transportation Improvement Program

**RTP:** see Regional Transportation Plan

**RTPA:** see Regional Transportation Planning Agency

**SAFE:** see Service Authority for Freeway Emergencies

**Santa Cruz County Regional Transportation Commission (SCCRTC or RTC):** Transportation policy, planning and funding body designated as the Regional Transportation Planning Agency (RTPA), Local Transportation Commission (LTC), Rail/Trail Authority and Service Authority for Freeway Emergencies (SAFE) for Santa Cruz County.

**Santa Cruz METRO:** see Santa Cruz Metropolitan Transit District

**Santa Cruz Metropolitan Transit District (SCMTD or METRO):** The public transit operator for Santa Cruz County. Also known as Santa Cruz Metro.

**SB:** Southbound

**SCCRTC:** see Santa Cruz County Regional Transportation Commission

**Scenario Planning:** A decision making tool to help identify the projects that are prioritized in a transportation plan. Scenario planning allows a community to evaluate the likely outcomes of a number of scenarios to explore possible benefits and costs of alternative futures.

**SCMTD:** see Santa Cruz Metropolitan Transit District

**SCS:** see Sustainable Communities Strategy

**Self-Help Counties:** A term used to describe counties that have enacting local voter-approved funding mechanisms -- such as half-cent sales taxes -- to pay for transportation improvements.

**Service Authority for Freeway Emergencies (SAFE):** As the designated SAFE for Santa Cruz County, the SCCRTC owns and manages the call box system on local state highways and other motorist aid programs. Funded by \$1-per-year vehicle registration fee.

**Signal Preemption:** A system used for emergency and public transit vehicles to change signal phasing from red to green allowing for more rapid crosstown access.

**SIP:** see Strategic Implementation Plan for Measure D

**SOV - Single Occupant Vehicle:** Privately operated vehicle that contains only one driver or occupant.

**Specialized Transportation:** Often used synonymously with “paratransit,” refers to vehicle and programs operated primarily for the elderly and persons living with disabilities. Service is generally provided door-to-door in vans or automobiles on a semi-fixed route or demand- responsive basis.

**Statewide Integrated Traffic Records System (SWITRS):** Database of collisions managed by the California Highway Patrol.

**Strategic Implementation Plan for Measure D:** The SIP serves as the guiding policy and programming document for the implementation of Regional Measure D projects.

**Sustainability:** Sustainability is defined as balancing economic, environmental and equity interests. Sustainability creates and maintains the conditions under which humans and nature can exist in productive harmony, that permit fulfilling the social, economic and other requirements of present and future generations.

**System Preservation:** The maintenance of the existing transportation system.

**TDM:** see Transportation Demand Management

**TCAA:** Transportation Corridor Alternatives Analysis

**TMC:** Traffic Management Center. Monitors roadways using closed circuit cameras, loop detectors and information from the CHP and field staff. Posts and updates messages on traffic conditions on various systems, including the 511 telephone number, road signs, and websites.

**TOD:** see Transit-Oriented Development

**TOS:** see Traffic Operations System

**TPP:** see Transit Priority Project

**Traffic Operations System (TOS):** A system of highway communications equipment to monitor traffic conditions and relay traveler information in real time.

**Transit:** Travel by bus, rail, or other vehicle, either publicly or privately owned, that provides general or specialized service on a regular or continuing basis.

**Transit Dependent:** An individual who because of age, income, physical/mental condition, geographic location, or personal choice, does not have a private vehicle available and relies on transit for his/her transportation needs.

**Transit-Oriented Development (TOD):** Residential and employment growth that occurs near existing and planned public transit facilities.

**Transportation Demand Management (TDM):** Strategies to reduce demand by automobiles on the transportation system, by promoting telecommuting, flex-time, bicycling, walking, transit use, staggered work hours, and ridesharing.

**Transportation Disabled:** People who cannot use public transportation easily or at all because of physical, emotional, or mental limitations.

**Transportation Disadvantaged:** People who have significant unmet transportation needs. May include people experiencing poverty, people experiencing language barriers, people of color, older adults, youth and people with disabilities who experience a disproportionately small share of benefits from transportation investments, particularly because traditional transportation investments prioritize vehicles.

**Trip:** A one-way journey that proceeds from an origin to a destination by a single type of vehicular transportation.

**TSP:** see Transit Signal Priority

**U.S. DOT:** United States Department of Transportation. The federal agency responsible for highways, mass transit, aviation and ports and headed by the Secretary of Transportation. Includes the FHWA, FTA and FAA, among others.

**UCS/UCIS:** Unified Corridors Investment Study

**Unconstrained:** Denotes a funding scenario not constrained by existing funding assumptions. New funds, above and beyond existing or anticipated revenues, would be needed to fund “unconstrained” projects in this RTP.

**Unmet Transit Needs Findings:** TDA funds can be used for local streets and roads in smaller counties only if the RTPA in their jurisdiction makes a finding that public transit service and operations in the county have no unmet needs that are reasonable to meet. RTPAs must hold public hearings prior to making such a determination.

**Urbanized Area:** An area with a population of 50,000 or more as designated by the U.S. Census.

**Vanpool:** A group of seven to fifteen people traveling together to work or school in a van at set times. Many vans are leased from companies which include insurance, emergency services and maintenance in the monthly rental fees.

**Vehicle Miles Traveled (VMT):** The term used for the total number of miles traveled by motor vehicles within a specified region during a particular time period.

**Vehicle Occupancy Rate:** Also known as Average Vehicle Occupancy or Ridership; the number of persons per vehicle on a given road at a given time without distinguishing trip purpose.

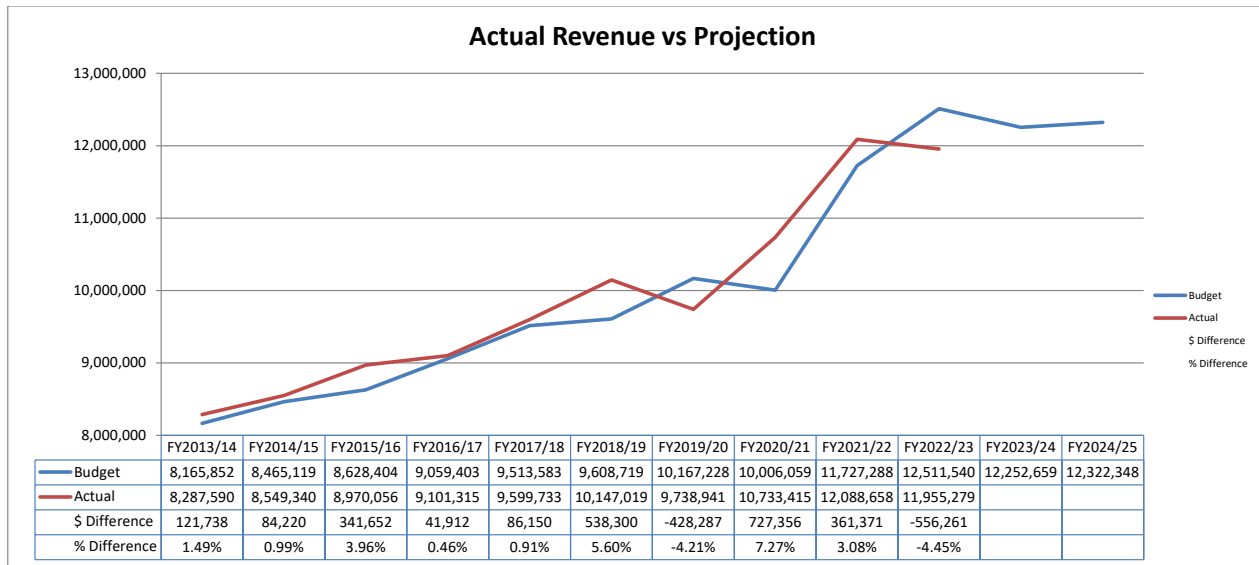
**Vehicle Trip:** A single vehicle movement from the beginning of travel to its destination, in a vehicle that is motor-driven (e.g., automobiles, motorcycles, trucks, buses, and vans).

**ZEV:** Zero Emission Vehicle

**VMT:** see Vehicle Miles Traveled

**Walkability:** A measure of how friendly an area is to walking. Walkability has many health, environmental, and economic benefits. Factors influencing walkability include the presence or absence and quality of footpaths, sidewalks or other pedestrian rights-of-way, traffic and road conditions, land use patterns, building accessibility, and safety, among others.

**WB:** Westbound



## Transportation Development Act (TDA) Estimates and Revenues

	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Month	Actual Revenue	Actual Revenue	Actual Revenue	Actual Revenue	Actual Revenue	Actual Revenue	Actual Revenue	Actual Revenue	Actual Revenue	Auditor Controller Estimate	Auditor Controller Estimate
July	591,100	601,300	629,500	583,500	908,365	1,060,892	1,016,646	1,180,089	1,159,164	1,167,000	1,191,634
August	788,200	801,800	839,400	778,000	670,376	645,862	748,355	947,834	954,929	961,385	1,132,274
September	791,871	872,384	872,266	1,146,538	886,090	905,654	932,896	1,008,451	1,013,414	1,020,265	991,990
October	616,700	617,500	657,500	665,500	1,276,595	1,069,443	1,164,146	1,242,981	1,084,000	1,091,328	992,725
November	822,300	823,300	876,700	887,300	577,500	711,628	670,297	835,454	1,113,301	1,120,827	1,276,574
December	719,449	917,127	813,479	959,017	905,920	853,153	866,405	1,015,997	948,121	954,531	901,645
January	601,300	631,600	632,900	655,100	877,694	897,534	898,170	990,616	880,692	1,004,055	814,044
February	801,800	842,100	843,800	873,500	816,270	1,026,294	1,074,000	1,080,393	1,179,127	1,095,050	1,130,580
March	739,331	763,406	911,051	855,723	861,435	734,870	741,758	863,751	868,052	875,469	924,916
April	524,400	559,000	626,200	564,300	847,201	686,821	891,479	894,620	828,604	906,757	885,518
May	699,200	745,400	834,900	854,103	607,386	407,395	821,015	1,067,922	1,005,280	1,082,410	1,101,677
June	853,689	795,139	563,619	777,152	912,189	739,394	908,248	960,550	920,595	973,582	978,771
TOTAL	8,549,340	8,970,056	9,101,315	9,599,733	10,147,019	9,738,941	10,733,415	12,088,658	11,955,279	12,252,659	12,322,348
% Change	3.16%	4.92%	1.46%	5.48%	6.66%	-4.25%	10.21%	12.63%	11.38%	2.49%	0.57%



# SANTA CRUZ COUNTY MEASURE D

## SALES TAX ALLOCATION CASH PROJECTIONS

ATTACHMENT 3

		ACTUAL		FORECAST *	
	Payment Month	Fiscal Year 2022-23	Fiscal Year 2023-24	Fiscal Year 2023-24	Fiscal Year 2024-25
1st Advance	June	\$ 2,168,568	\$ 2,056,819	\$ 2,056,819	\$ 1,915,200
2nd Advance	July	2,595,873	2,455,327	2,455,327	1,915,200
Clean Up	August	2,284,735	2,441,392	2,441,392	3,181,338
<b>2nd Quarter Allocation</b>		<b>7,049,176</b>	<b>6,953,539</b>	<b>6,953,539</b>	<b>7,011,738</b>
1st Advance	September	2,241,846	2,249,250	1,916,500	1,953,200
2nd Advance	October	2,421,640	-	1,916,500	1,953,200
Clean Up	November	2,575,529	-	3,183,385	3,244,373
<b>3rd Quarter Allocation</b>		<b>7,239,015</b>	<b>2,249,250</b>	<b>7,016,385</b>	<b>7,150,773</b>
1st Advance	December	2,186,841	-	1,893,400	1,931,400
2nd Advance	January	2,129,361	-	1,893,400	1,931,400
Clean Up	February	2,740,350	-	3,145,102	3,208,325
<b>4th Quarter Allocation</b>		<b>7,056,552</b>	-	<b>6,931,902</b>	<b>7,071,125</b>
1st Advance	March	1,961,217	-	1,681,000	1,716,800
2nd Advance	April	1,894,289	-	1,681,000	1,716,800
Clean Up	May	2,258,640	-	2,792,334	2,851,913
<b>1st Quarter Allocation</b>		<b>6,114,145</b>	-	<b>6,154,334</b>	<b>6,285,513</b>
1st Advance	June	2,056,819	-	1,915,200	1,961,100
2nd Advance	July	2,455,327	-	1,915,200	1,961,100
Clean Up	August	2,441,392	-	3,181,338	3,257,646
<b>2nd Quarter Allocation</b>		<b>6,953,539</b>	-	<b>7,011,738</b>	<b>7,179,846</b>
<b>Fiscal Year Reconciliation</b>					
Accrual		\$ 27,363,250	\$ 2,249,250	\$ 27,114,358	\$ 27,687,257

Santa Cruz County Regional Transportation Commission  
Measure D: Transportation Improvement Expenditure Plan  
Cash Flow Analysis  
(\$1000s)

ATTACHMENT 4

row	Revenues	FY 17 & FY 18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36	FY 36-37	FY 37-38	FY 38-39	FY 39-40	FY 40-41	FY 41-42	FY 42-43	FY 43-44	FY 44-45	FY 45-46	FY 46-47	TOTAL	
		Actuals per Audited Financials						Revenues and Allocations Updated per HdL projections**										--> Long-Term Forecast															
1	Revenues (net CDTFA Fees)	\$ 25,221	\$ 22,181	\$ 21,314	\$ 24,675	\$ 27,626	\$ 27,363	\$ 27,114	\$ 27,687	\$ 28,490	\$ 29,318	\$ 30,219	\$ 31,130	\$ 31,962	\$ 32,817	\$ 33,715	\$ 34,639	\$ 35,564	\$ 36,516	\$ 37,496	\$ 38,506	\$ 39,545	\$ 40,589	\$ 41,665	\$ 42,773	\$ 43,916	\$ 45,093	\$ 46,306	\$ 47,555	\$ 48,842	\$ 37,627	\$ 1,037,462	
2	Growth	N/A	-12.1%	-3.9%	15.8%	12.0%	-1.0%	-0.9%	2.1%	2.9%	2.9%	3.1%	3.0%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.6%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	-23.0%		
3																																	
4	Expenditures																																
5	Administrative & Implementation Expenses	\$ 1,011	\$ 739	\$ 721	\$ 678	\$ 765	\$ 459	\$ 781	\$ 797	\$ 820	\$ 844	\$ 870	\$ 896	\$ 920	\$ 945	\$ 971	\$ 997	\$ 1,024	\$ 1,051	\$ 1,080	\$ 1,109	\$ 1,139	\$ 1,169	\$ 1,200	\$ 1,232	\$ 1,265	\$ 1,298	\$ 1,333	\$ 1,369	\$ 1,406	\$ 1,083	\$ 29,974	
6	Administration - Salaries/Benefits ~13%	\$ 252	\$ 222	\$ 213	\$ 247	\$ 276	\$ 274	\$ 271	\$ 277	\$ 285	\$ 293	\$ 302	\$ 311	\$ 320	\$ 328	\$ 337	\$ 346	\$ 356	\$ 365	\$ 375	\$ 385	\$ 395	\$ 406	\$ 417	\$ 428	\$ 439	\$ 451	\$ 463	\$ 476	\$ 488	\$ 376	\$ 10,375	
7	Implementation, Direct Costs & Admin Overhead	\$ 758	\$ 517	\$ 508	\$ 432	\$ 489	\$ 186	\$ 510	\$ 520	\$ 535	\$ 551	\$ 568	\$ 585	\$ 601	\$ 617	\$ 634	\$ 651	\$ 668	\$ 686	\$ 705	\$ 724	\$ 743	\$ 763	\$ 783	\$ 804	\$ 825	\$ 848	\$ 870	\$ 894	\$ 918	\$ 707	\$ 19,600	
8	Net Measure D Sales Tax Revenue to Distribute	\$ 24,210	\$ 21,442	\$ 20,593	\$ 23,997	\$ 26,861	\$ 26,904	\$ 26,334	\$ 26,890	\$ 27,670	\$ 28,474	\$ 29,349	\$ 30,233	\$ 31,041	\$ 31,872	\$ 32,744	\$ 33,641	\$ 34,540	\$ 35,464	\$ 36,417	\$ 37,397	\$ 38,406	\$ 39,420	\$ 40,465	\$ 41,542	\$ 42,651	\$ 43,795	\$ 44,972	\$ 46,186	\$ 47,436	\$ 36,543	\$ 1,007,488	
9																																	
10	Direct Allocation Funding	\$ 11,480	\$ 10,221	\$ 9,797	\$ 11,498	\$ 12,930	\$ 12,956	\$ 12,667	\$ 12,945	\$ 13,335	\$ 13,737	\$ 14,174	\$ 14,617	\$ 15,021	\$ 15,436	\$ 15,872	\$ 16,321	\$ 16,770	\$ 17,232	\$ 17,708	\$ 18,198	\$ 18,703	\$ 19,210	\$ 19,733	\$ 20,271	\$ 20,826	\$ 21,397	\$ 21,986	\$ 22,593	\$ 23,218	\$ 17,897	\$ 488,748	
13	Neighborhood Projects*	\$ 6,638	\$ 5,933	\$ 5,678	\$ 6,699	\$ 7,558	\$ 7,574	\$ 7,400	\$ 7,567	\$ 7,801	\$ 8,042	\$ 8,305	\$ 8,570	\$ 8,812	\$ 9,062	\$ 9,323	\$ 9,592	\$ 9,862	\$ 10,139	\$ 10,425	\$ 10,719	\$ 11,022	\$ 11,326	\$ 11,640	\$ 11,963	\$ 12,295	\$ 12,638	\$ 12,992	\$ 13,356	\$ 13,731	\$ 10,588	\$ 287,249	
14	City of Capitola 4.8%	\$ 362	\$ 333	\$ 312	\$ 352	\$ 381	\$ 366	\$ 352	\$ 366	\$ 377	\$ 389	\$ 402	\$ 414	\$ 426	\$ 438	\$ 451	\$ 464	\$ 477	\$ 490	\$ 504	\$ 518	\$ 533	\$ 548	\$ 563	\$ 579	\$ 595	\$ 611	\$ 628	\$ 646	\$ 664	\$ 512	\$ 14,055	
15	City of Santa Cruz 22.6%	\$ 1,462	\$ 1,349	\$ 1,292	\$ 1,521	\$ 1,701	\$ 1,698	\$ 1,678	\$ 1,711	\$ 1,764	\$ 1,818	\$ 1,878	\$ 1,938	\$ 1,992	\$ 2,049	\$ 2,108	\$ 2,169	\$ 2,230	\$ 2,292	\$ 2,357	\$ 2,423	\$ 2,492	\$ 2,561	\$ 2,631	\$ 2,705	\$ 2,780	\$ 2,857	\$ 2,937	\$ 3,019	\$ 3,104	\$ 2,394	\$ 64,908	
16	City of Scotts Valley 5.0%	\$ 315	\$ 291	\$ 268	\$ 333	\$ 367	\$ 365	\$ 363	\$ 380	\$ 391	\$ 403	\$ 417	\$ 430	\$ 442	\$ 455	\$ 468	\$ 481	\$ 495	\$ 509	\$ 523	\$ 538	\$ 553	\$ 568	\$ 584	\$ 600	\$ 617	\$ 634	\$ 652	\$ 670	\$ 689	\$ 531	\$ 14,329	
17	City of Watsonville 15.6%	\$ 978	\$ 901	\$ 869	\$ 1,031	\$ 1,168	\$ 1,186	\$ 1,158	\$ 1,178	\$ 1,215	\$ 1,252	\$ 1,293	\$ 1,334	\$ 1,372	\$ 1,411	\$ 1,452	\$ 1,493	\$ 1,535	\$ 1,579	\$ 1,623	\$ 1,669	\$ 1,716	\$ 1,763	\$ 1,812	\$ 1,863	\$ 1,914	\$ 1,968	\$ 2,023	\$ 2,079	\$ 2,138	\$ 1,648	\$ 44,623	
18	County of Santa Cruz 52.0%	\$ 3,321	\$ 3,059	\$ 2,936	\$ 3,462	\$ 3,941	\$ 3,959	\$ 3,849	\$ 3,933	\$ 4,054	\$ 4,180	\$ 4,316	\$ 4,454	\$ 4,580	\$ 4,709	\$ 4,845	\$ 4,985	\$ 5,125	\$ 5,269	\$ 5,418	\$ 5,571	\$ 5,728	\$ 5,886	\$ 6,049	\$ 6,217	\$ 6,390	\$ 6,568	\$ 6,752	\$ 6,941	\$ 7,136	\$ 5,503	\$ 149,135	
19	Transit/ParaTransit (20%)																																
20	Santa Cruz Metro (SCMTD) - 16%	\$ 3,874	\$ 3,431	\$ 3,295	\$ 3,840	\$ 4,298	\$ 4,306	\$ 4,213	\$ 4,302	\$ 4,427	\$ 4,556	\$ 4,696	\$ 4,837	\$ 4,967	\$ 5,100	\$ 5,239	\$ 5,383	\$ 5,526	\$ 5,674	\$ 5,827	\$ 5,983	\$ 6,145	\$ 6,307	\$ 6,474	\$ 6,647	\$ 6,824	\$ 7,007	\$ 7,196	\$ 7,390	\$ 7,590	\$ 5,847	\$ 161,199	
21	Community Bridges - 4%	\$ 968	\$ 858	\$ 824	\$ 960	\$ 1,074	\$ 1,076	\$ 1,053	\$ 1,076	\$ 1,107	\$ 1,139	\$ 1,174	\$ 1,209	\$ 1,242	\$ 1,275	\$ 1,310	\$ 1,346	\$ 1,382	\$ 1,419	\$ 1,457	\$ 1,496	\$ 1,536	\$ 1,577	\$ 1,619	\$ 1,662	\$ 1,706	\$ 1,752	\$ 1,799	\$ 1,847	\$ 1,897	\$ 1,462	\$ 40,300	
22																																	
23	Regional Project Investment Categories	\$ 12,730	\$ 11,221	\$ 10,797	\$ 12,498	\$ 13,930	\$ 12,841	\$ 13,667	\$ 13,945	\$ 14,335	\$ 14,737	\$ 15,174	\$ 15,617	\$ 16,021	\$ 16,436	\$ 16,872	\$ 17,321	\$ 17,770	\$ 18,232	\$ 18,708	\$ 19,198	\$ 19,703	\$ 20,210	\$ 20,733	\$ 21,271	\$ 21,826	\$ 22,397	\$ 22,986	\$ 23,593	\$ 24,218	\$ 18,647	\$ 517,633	
24																																	
25	Highway Corridors - 25%	25%	\$ 6,052	\$ 5,360	\$ 5,148	\$ 5,999	\$ 6,715	\$ 5,282	\$ 6,583	\$ 6,723	\$ 6,917	\$ 7,118	\$ 7,337	\$ 7,558	\$ 7,760	\$ 7,968	\$ 8,410	\$ 8,635	\$ 8,866	\$ 9,104	\$ 9,349	\$ 9,601	\$ 9,855	\$ 10,116	\$ 10,385	\$ 10,663	\$ 10,949	\$ 11,243	\$ 11,546	\$ 11,859	\$ 9,136	\$ 250,428	
26	Active Transportation - 17%	17%	\$ 4,116	\$ 3,645	\$ 3,501	\$ 4,079	\$ 4,566	\$ 3,625	\$ 4,477	\$ 4,571	\$ 4,704	\$ 4,841	\$ 4,989	\$ 5,140	\$ 5,277	\$ 5,418	\$ 5,719	\$ 5,872	\$ 6,029	\$ 6,191	\$ 6,357	\$ 6,529	\$ 6,701	\$ 6,879	\$ 7,062	\$ 7,251	\$ 7,445	\$ 7,645	\$ 7,852	\$ 8,064	\$ 6,212	\$ 170,324	
27	Rail Corridor - 8%	8%	\$ 1,937	\$ 1,715	\$ 1,647	\$ 1,920	\$ 2,149	\$ 1,255	\$ 2,107	\$ 2,151	\$ 2,214	\$ 2,278	\$ 2,348	\$ 2,419	\$ 2,483	\$ 2,550	\$ 2,620	\$ 2,691	\$ 2,763	\$ 2,837	\$ 2,913	\$ 2,992	\$ 3,072	\$ 3,154	\$ 3,237	\$ 3,323	\$ 3,412	\$ 3,504	\$ 3,598	\$ 3,695	\$ 3,795	\$ 2,923	\$ 79,702
28	SLV Highway 9 10m	417	\$ 333	\$ 333	\$ 333	\$ 333	\$ 95	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 250	\$ 9,762	
29	Highway 17 Wildlife 5m	208	\$ 167	\$ 167	\$ 167	\$ 167	\$ 2,585	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 125	\$ 7,418	
30																																	
31	Total Revenues Distributed	\$ 25,221	\$ 22,181	\$ 21,314	\$ 24,675	\$ 27,626	\$ 26,256	\$ 27,114	\$ 27,687	\$ 28,490	\$ 29,318	\$ 30,219	\$ 31,130	\$ 31,962	\$ 32,817	\$ 33,715	\$ 34,639	\$ 35,564	\$ 36,516	\$ 37,496	\$ 38,506	\$ 39,545	\$ 40,589	\$ 41,665	\$ 42,773	\$ 43,916	\$ 45,093	\$ 46,306	\$ 47,555	\$ 48,842	\$ 37,627	\$ 1,036,355	
	**FY2024-25 Formula Apportionment, updated every year																																
	**FY 2023-24 and FY 2024-25 and future years updated with September 2023 estimate from HdL																																
	*Measure ends March 2047 (9 months) in FY2046/47																																



# Santa Cruz County Regional Transportation Commission

## Measure D: Distribution Estimates for Direct Recipients

(\$1000s)

## ATTACHMENT 5

row		FY 17 & FY 18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	TOTAL
	Revenues	Actuals per Audited Financials							Revenues and Allocations Updated per HdL projections**					
1	Revenues (less CDTFA Fees)	\$ 25,221	\$ 22,181	\$ 21,314	\$ 24,675	\$ 27,626	\$ 27,363	\$ 27,114	\$ 27,687	\$ 28,490	\$ 29,318	\$ 29,318	\$ 30,219	\$ 320,527
2	Growth		-12.1%	-3.9%	15.8%	12.0%	-1.0%	-0.9%	2.1%	2.9%	2.9%	3.1%	3.0%	
3														
4	Expenditures													
5	Administrative & Implementation Expenses	\$ 1,011	\$ 739	\$ 721	\$ 678	\$ 765	\$ 459	\$ 781	\$ 797	\$ 820	\$ 844	\$ 844	\$ 870	\$ 9,330
6	Administration - Salaries/Benefits =1%	\$ 252	\$ 222	\$ 213	\$ 247	\$ 276	\$ 274	\$ 271	\$ 277	\$ 285	\$ 293	\$ 293	\$ 302	\$ 3,205
7	Implementation, Direct Costs & Admin Overhead	\$ 758	\$ 517	\$ 508	\$ 432	\$ 489	\$ 186	\$ 510	\$ 520	\$ 535	\$ 551	\$ 551	\$ 568	\$ 6,125
8	Net Measure D Sales Tax Revenue to Distribute	\$ 24,210	\$ 21,442	\$ 20,593	\$ 23,997	\$ 26,861	\$ 26,904	\$ 26,334	\$ 26,890	\$ 27,670	\$ 28,474	\$ 28,474	\$ 29,349	\$ 311,197
9														
5	Direct Allocation Funding	\$ 11,480	\$ 10,221	\$ 9,797	\$ 11,498	\$ 12,930	\$ 12,956	\$ 12,667	\$ 12,945	\$ 13,335	\$ 13,737	\$ 13,737	\$ 14,174	\$ 149,477
6	SLV Highway 9 10m	\$ 417	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 4,083
7	Highway 17 Wildlife 5m	\$ 208	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 2,042
6	Neighborhood Projects*	\$ 6,638	\$ 5,933	\$ 5,678	\$ 6,699	\$ 7,558	\$ 7,574	\$ 7,400	\$ 7,567	\$ 7,801	\$ 8,042	\$ 8,042	\$ 8,305	\$ 87,237
7	City of Capitola 4.8%	\$ 362	\$ 333	\$ 312	\$ 352	\$ 381	\$ 366	\$ 352	\$ 366	\$ 377	\$ 389	\$ 389	\$ 402	\$ 4,382
8	City of Santa Cruz 22.6%	\$ 1,462	\$ 1,349	\$ 1,292	\$ 1,521	\$ 1,701	\$ 1,698	\$ 1,678	\$ 1,711	\$ 1,764	\$ 1,818	\$ 1,818	\$ 1,878	\$ 19,689
9	City of Scotts Valley 5.0%	\$ 315	\$ 291	\$ 268	\$ 333	\$ 367	\$ 365	\$ 363	\$ 380	\$ 391	\$ 403	\$ 403	\$ 417	\$ 4,296
10	City of Watsonville 15.6%	\$ 978	\$ 901	\$ 869	\$ 1,031	\$ 1,168	\$ 1,186	\$ 1,158	\$ 1,178	\$ 1,215	\$ 1,252	\$ 1,252	\$ 1,293	\$ 13,482
11	County of Santa Cruz 52.0%	\$ 3,321	\$ 3,059	\$ 2,936	\$ 3,462	\$ 3,941	\$ 3,959	\$ 3,849	\$ 3,933	\$ 4,054	\$ 4,180	\$ 4,180	\$ 4,316	\$ 45,188
12	Transit/ParaTransit (20%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Santa Cruz Metro (SCMTD) - 16%	\$ 3,874	\$ 3,431	\$ 3,295	\$ 3,840	\$ 4,298	\$ 4,306	\$ 4,213	\$ 4,302	\$ 4,427	\$ 4,556	\$ 4,556	\$ 4,696	\$ 49,792
14	Community Bridges - 4%	\$ 968	\$ 858	\$ 824	\$ 960	\$ 1,074	\$ 1,076	\$ 1,053	\$ 1,076	\$ 1,107	\$ 1,139	\$ 1,139	\$ 1,174	\$ 12,448
15		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Regional Project Investment Categories	\$ 12,730	\$ 11,221	\$ 10,797	\$ 12,498	\$ 13,930	\$ 12,841	\$ 13,667	\$ 13,945	\$ 14,335	\$ 14,737	\$ 14,737	\$ 15,174	\$ 160,613
17	*Formula Apportionment (updated every year)													
18	**FY 2023-24 and FY 2024-25 and future years updated with September 2023 estimate from HdL													

### 2025 Measure D Formula Apportionment Calculation

	Capitola	Santa Cruz	Scotts Valley	Watsonville	Unincorporated
Population 1/1/23 *	9,625	63,224	11,859	49,876	127,467
% population	3.67%	24.13%	4.53%	19.03%	48.64%
Lane Miles**	53	272	72	180	1,188
% lane miles	2.99%	15.39%	4.07%	10.20%	67.34%
% FY 2022-23 Transactions & Use Tax	7.9900%	30.0804%	6.6247%	18.9580%	36.3469%
29% pop; 39% lane miles; 32% site (for FY 2024/25)	4.789006%	22.625609%	5.020824%	15.564636%	51.999925%
Measure D Formula Apportionment for FY 2024-25	373,583	1,764,991	391,667	1,214,175	4,056,440
FY 2022-23 Formula Distribution Percentages	4.8540%	22.3548%	4.8017%	15.6656%	52.3238%
FY 2023-24 Formula Distribution Percentages	2.9421%	13.7150%	2.9926%	9.5268%	31.8236%

\* State of California, Department of Finance, E-1 Population Estimates for Cities and Counties for 01/01/2023 — Released 05/01/2023

### Quarterly Distribution of Transactions and Use Taxes for FY 2022-23 per State Reports (most recent fiscal yr from state)

	Total FY 2022-23	
	Amount	% of Meas D
Measure D	27,363,250	
Capitola	2,186,336	7.9900%
Santa Cruz	8,230,979	30.0804%
Scotts Valley	1,812,732	6.6247%
Watsonville	5,187,519	18.9580%
Unincorp	9,945,684	36.3469%
Total		100.0000%

**RESOLUTION NO. 24-**

Adopted by the Santa Cruz County Regional Transportation Commission  
on the date of April 4, 2024  
on the motion of Commissioner  
duly seconded by Commissioner

A RESOLUTION OF THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (RTC) APPROVING THE UPDATED PAY SCHEDULE EFFECTIVE APRIL 1, 2024, TO COMPLY WITH CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) STATUTORY AND REGULATORY REQUIREMENTS FOR COMPENSATION EARNABLE AND PUBLICLY AVAILABLE PAY SCHEDULES

WHEREAS, all employers must comply with the compensation earnable and publicly available pay schedules provisions contained within California Government Code (GC) section 20636(d) and California Code of Regulations (CCR) 570.5; and

WHEREAS, it is necessary for the RTC to review and duly approve and adopt in accordance with requirements of applicable public meetings laws a publicly available pay schedule; and

WHEREAS, attached to this resolution and incorporated by reference is the RTC's comprehensive pay schedule which will be made publicly available on the RTC's external website and provided upon request; and

WHEREAS, the RTC reviews and may revise employee compensation and pay schedule ranges; and

WHEREAS, represented classifications are covered by current contracts which specify the amount of the pay adjustments in the fiscal year.

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

1. Adopts the Updated Pay Schedule Effective April 1, 2024, in Exhibit A reflecting classification pay adjustments.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

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Kristen Brown, Chair

ATTEST:

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Mitch Weiss, Secretary

Exhibits: A

Distribution: *Fiscal*

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## EXHIBIT A

Santa Cruz County Regional Transportation Commission

SALARY SCHEDULE UPDATE  
EFFECTIVE April 1, 2024

0.035 COLA											
0.03 Longevity											
JOB DESCRIPTION	Hourly Step1	Hourly Step2	Hourly Step3	Hourly Step4	Hourly Step5	Hourly Step6	Hourly Step7	Monthly Step1	Monthly Step7		
Accounting Tech	34.71	36.10	37.55	39.06	40.62	42.25	43.94	6,017.08	7,616.03		
Accounting Tech Longevity	1.04	1.08	1.13	1.17	1.22	1.27	1.32	180.51	228.48		
Accountant II	42.57	44.27	46.04	47.87	49.80	51.78	53.86	7,378.72	9,335.98		
Accountant II-Longevity	1.28	1.33	1.38	1.44	1.49	1.55	1.62	221.36	280.08		
Accountant III	46.82	48.69	50.63	52.66	54.78	56.97	59.24	8,116.06	10,268.86		
Accountant III-Longevity	1.40	1.46	1.52	1.58	1.64	1.71	1.78	243.48	308.07		
Admin Assit/Acct Tech	33.43	34.78	36.15	37.61	39.12	40.69	42.32	5,794.62	7,334.68		
Admin Assist/Acct Tech-Longevity	1.00	1.04	1.08	1.13	1.17	1.22	1.27	173.84	220.04		
Admin Assistant II	32.16	33.44	34.78	36.17	37.61	39.12	40.71	5,573.96	7,055.80		
Admin Assistant II-Longevity	0.96	1.00	1.04	1.09	1.13	1.17	1.22	167.22	211.67		
Admin Assistant III	35.27	36.69	38.15	39.67	41.26	42.91	44.62	6,113.95	7,733.93		
Admin Assistant III-Longevity	1.06	1.10	1.14	1.19	1.24	1.29	1.34	183.42	232.02		
Admin Services Officer I	50.36	52.89	55.53	58.29	61.21	64.28	67.50	8,729.60	11,700.47		
Admin Services Officer I-Longevity	1.51	1.59	1.67	1.75	1.84	1.93	2.03	261.89	351.01		
Admin Services Officer II	55.40	58.18	61.10	64.14	67.34	70.70	74.25	9,603.28	12,870.16		
Admin Services Officer II-Longevity	1.66	1.75	1.83	1.92	2.02	2.12	2.23	288.10	386.10		
Deputy Director	80.81	84.87	89.10	93.57	98.24	103.16	108.30	14,007.55	18,772.42		
Deputy Director-Longevity	2.42	2.55	2.67	2.81	2.95	3.09	3.25	420.23	563.17		
Director of Finance & Budget	58.16	61.08	64.13	67.33	70.70	74.24	77.95	10,080.49	13,510.61		
Director of Finance & Budget Longevity	1.74	1.83	1.92	2.02	2.12	2.23	2.34	302.41	405.32		
Communication Specialist I	46.52	48.38	50.30	52.31	54.41	56.59	58.85	8,064.03	10,200.68		
Communication Specialist I-Longevity	1.40	1.45	1.51	1.57	1.63	1.70	1.77	241.92	306.02		
Communication Specialist II	51.17	53.21	55.34	57.56	59.85	62.24	64.75	8,869.54	11,223.26		
Communication Specialist II-Longevity	1.54	1.60	1.66	1.73	1.80	1.87	1.94	266.09	336.70		
Transportation Planner I	40.22	41.85	43.52	45.26	47.06	48.96	50.90	6,971.48	8,822.89		
Transportation Planner I-Longevity	1.21	1.26	1.31	1.36	1.41	1.47	1.53	209.14	264.69		
Transportation Planner II	44.27	46.03	47.87	49.78	51.78	53.85	56.00	7,672.94	9,707.33		
Transportation Planner II-Longevity	1.33	1.38	1.44	1.49	1.55	1.62	1.68	230.19	291.22		
Transportation Planner III	49.65	51.64	53.70	55.85	58.08	60.40	62.82	8,605.82	10,889.58		
Transportation Planner III-Longevity	1.49	1.55	1.61	1.68	1.74	1.81	1.88	258.17	326.69		
Transportation Planner IV	57.68	59.99	62.39	64.88	67.47	70.17	72.97	9,997.96	12,647.70		
Transportation Planner IV-Longevity	1.73	1.80	1.87	1.95	2.02	2.11	2.19	299.94	379.43		
Transportation Planning Tech	35.29	36.68	38.15	39.67	41.26	42.90	44.62	6,117.54	7,733.93		
Transportation Planning Tech-Longevity	1.06	1.10	1.14	1.19	1.24	1.29	1.34	183.53	232.02		
Senior Transportation Engr	66.76	70.10	73.60	77.29	81.14	85.20	89.46	11,571.30	15,505.54		
Senior Transportation Engineer-	2.00	2.10	2.21	2.32	2.43	2.56	2.68	347.14	465.17		
Associate Transportation Engr	61.81	64.89	68.13	71.55	75.11	78.88	82.82	10,713.77	14,355.59		
Associate Engineer-Longevity	1.85	1.95	2.04	2.15	2.25	2.37	2.48	321.41	430.67		
Transportation Engineer	54.19	56.89	59.73	62.72	65.86	69.16	72.62	9,393.38	12,586.70		
Transportation Engineer-Longevity	1.63	1.71	1.79	1.88	1.98	2.07	2.18	281.80	377.60		
Assistant Transportation Engineer	46.81	49.16	51.62	54.19	56.90	59.75	62.73	8,114.26	10,873.43		
Assistant Transportation Engineer-Longevity	1.40	1.47	1.55	1.63	1.71	1.79	1.88	243.43	326.20		
Junior Transportation Engineer	40.44	42.46	44.58	46.81	49.15	51.61	54.18	7,009.16	9,391.59		
Junior Transportation Engineer-Longevity	1.21	1.27	1.34	1.40	1.47	1.55	1.63	210.27	281.75		
Student Intern I-High School							20.70		3,466.67		
Student Intern II-Freshman/Sophomore							23.81		3,986.67		
Student Intern III-Jr/Sr or Masters program							25.88		4,485.00		
	Hourly Minimum	Hourly Maximum	Monthly Minimum	Monthly Maximum	Annual Minimum	Annual Maximum					
Executive Director	117.69	154.71	20,398.80	26,816.35	244,785.60	321,796.20					
Executive Director Longevity	3.53	4.64	611.96	804.49	7,343.52	9,653.88					

**Note:**  
**Longevity**

All Active Employees who have completed 52,001 RTC Service Hours with Santa Cruz County and/or and/or the RTC (equivalent to approximately twenty-five (25) years of full-time service) shall be paid a Incentive Pay equivalent to 3% of their base hourly rate.