



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
CAPITAL PROJECTS STANDING COMMITTEE
MEETING MINUTES*
AUGUST 15, 2017 – 2:00 PM
METRO ADMIN OFFICES
110 VERNON STREET
SANTA CRUZ, CA 95060**

The Capital Projects Standing Committee convened a meeting as referenced above. .
*Minutes are “summary” minutes, not verbatim minutes. The Meeting Agenda Packet can be found online at www.SCMTD.com and is available for inspection at Santa Cruz Metro’s Administrative offices at 110 Vernon Street, Santa Cruz, California.

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COMMITTEE ROSTER

Director Ed Bottorff	City of Capitola
Director Cynthia Chase	City of Santa Cruz
Director Bruce McPherson	County of Santa Cruz
Alex Clifford	METRO CEO/General Manager
Julie Sherman	METRO General Counsel

MEETING TIME: 2:00PM

NOTE: THE COMMITTEE CHAIR MAY TAKE ITEMS OUT OF ORDER

- 1 CALL TO ORDER**
Meeting was called to order at 2:07PM by Committee Chair Chase.
- 2 ROLL CALL:** The following Directors were **present**, representing quorum:

Director Ed Bottorff	City of Capitola
Director Cynthia Chase	City of Santa Cruz
Director Bruce McPherson	County of Santa Cruz

METRO EMPLOYEES IN ATTENDANCE WERE:

Erron Alvey, METRO	Debbie Kinslow, METRO
Joan Jeffries, SEIU	Holly Riley, SEIU

MEMBERS OF THE PUBLIC IN ATTENDANCE WERE:

Stanley Sokolow, Self

3 ADDITIONS OR DELETIONS FROM AGENDA / ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS COMMITTEE
Hearing none, the meeting continued to the next agenda item.

4 COMMUNICATIONS TO THE CAPITAL PROJECTS STANDING COMMITTEE
Stanley Sokolow, representing himself, spoke of recent SCCRTC corridor investment studies and proposed a 'bus way' which would provide one way travel to Watsonville or Santa Cruz depending on the direction of heaviest traffic. He suggested METRO be proactive with the SCCRTC particularly regarding bus rapid transit.

CEO Clifford responded that METRO, as a member of the Commission, often suggests things of this nature.

5 APPROVAL OF APRIL 26, 2017 CAPITAL PROJECTS STANDING COMMITTEE MEETING MINUTES

ACTION: MOTION TO APPROVE THE APRIL 26, 2017 CAPITAL PROJECTS STANDING COMMITTEE MEETING MINUTES AS PRESENTED.

MOTION: DIRECTOR BOTTORFF SECOND: DIRECTOR McPHERSON

MOTION PASSED WITH 3 AYES (Directors Bottorff, Chase and McPherson)

6 CONSIDERATION OF ISSUING TWO FORMAL REQUESTS FOR PROPOSALS FOR A DOWNTOWN SANTA CRUZ TRANSIT OPERATIONAL ANALYSIS AND PACIFIC STATION RECONFIGURATION LAYOUTS

Barrow Emerson, Planning and Development Manager, spoke to the staff reports and their attachments (Scopes of Work). Today METRO is seeking approval for the simultaneous release of two Requests for Proposals (RFPs) related to the Scopes of Work. The consultants will be asked to answer three primary questions as they relate to an overall larger strategic view of transit:

- 1) Could METRO operate an efficient/effective system with fewer routes/services accessing downtown Santa Cruz;
- 2) Are there other ways to distribute downtown bus bays other than in a hub in a service oriented, cost-effective manner; and,
- 3) Are METRO's assumptions for current and future bay requirements relatively accurate? This question also includes the potential opportunities presented by the introduction of Automatic Vehicle Locator (AVL) technology in terms of reducing bus bay requirements and enhancing customer convenience.

CEO Clifford added that staff is recommending METRO invest the estimated \$80K to fund both RFPs. The current facility meets today's needs, but does require refurbishing. If the Committee's direction is to look at alternatives, we believe the City of Santa Cruz should participate in funding these endeavors and assist with financial funding of at least 50%, not a repeat of in-kind resources. Unfortunately, a \$50,000 bus bay study is not eligible under the 5339 grant,; however, the remaining \$30,000 is. METRO has budgeted \$200,000 in professional services within the Planning Department Operating Budget.

Vice Chair McPherson recommended a 50/50 split with the City of the \$50,000, which is not grant funded. He also noted that UCSC is planning on 2000 future units, which will require more service.

Director Bottorff expressed his belief that the benefit of a good analysis does not come at an exorbitant cost (\$50,000) and suggested a 50/50 split with the City. The three questions outlined by Mr. Emerson represent an important step forward.

Martin Bernal, Santa Cruz City Manager, and Bonnie Lipscomb, Director of Economic Development, spoke of the City's general willingness to participate financially. Adding the City has an open purchase order for economic funding studies of this type, analyzing mixed use or other facility analysis. They would like to ensure the funds are leveraged to the fullest extent possible.

Director Chase suggested some refinements in the three proposed questions and stressed the importance of efficiency, not a decrease in system routes. Mr. Emerson will incorporate the suggested edits and combine three bullets into two.

CEO Clifford asked that additional comments be forwarded to Mr. Emerson so that he may include them in the proposed RFPs' Scopes of Work.

Public comment:

Mr. Sokolow suggested transit utilize the Coastal corridor and the addition of secured bike parking in the downtown transit center.

ACTION: RECOMMENDATION TO APPROVE THE ISSUANCE OF TWO FORMAL REQUESTS FOR PROPOSALS FOR A DOWNTOWN SANTA CRUZ TRANSIT OPERATIONAL ANALYSIS AND PACIFIC STATION RECONFIGURATION LAYOUTS AS PRESENTED WITH NOTED CHANGES TO THE BOARD REPORT, A 50/50 SHARE WITH THE CITY OF THE \$50,000 AND LEVERAGING FUTURE FUNDING WHERE POSSIBLE

MOTION: DIRECTOR BOTTORFF SECOND: DIRECTOR McPHERSON

MOTION PASSED WITH 3 AYES (Directors Bottorff, Chase and McPherson)

7 AUTHORIZATION TO LEASE PARKING SPACES AT THE SOQUEL PARK AND RIDE LOT TO DOMINICAN HOSPITAL OR ITS DESIGNATED LEGAL ENTITY UPDATE

Alex Clifford, CEO/General Manager, noted an error in the March 2017 Board meeting minutes inadvertently referred this subject discussion to the Capital Projects Standing Committee for review and recommendation to back to the full Board. CEO Clifford had requested authority to negotiate a final deal and refer the discussion regarding monies to be dedicated to ParaCruz be referred to Committee.

As it turned out, Dominican Hospital or its designated legal entity has not been able to reach internal consensus on the business terms of the lease. Today we are asking for CEO authority to negotiate up to \$30,720 or \$40-\$50/month for 64 spaces.

ACTION: RECOMMENDATION TO APPROVE THE AUTHORIZATION TO LEASE PARKING SPACES AT THE SOQUEL PARK AND RIDE LOT TO DOMINICAN HOSPITAL OR ITS DESIGNATED LEGAL ENTITY UPDATE AS PRESENTED

MOTION: DIRECTOR BOTTORFF SECOND: DIRECTOR CHASE

MOTION PASSED WITH 3 AYES (Directors Bottorff, Chase and McPherson)

8 GRAND JURY REPORT: DISCUSSION OF REPORT AND RESPONSES

Draft copies of the CEO and Board Responses were distributed at the meeting.

Director Chase noted this item was added at her request to provide an opportunity for Committee feedback.

CEO Clifford provided the due dates for both responses, adding that he was suggesting both of the responses be submitted at the same time to the Grand Jury.

Based on Committee input, CEO Clifford will add language to the Pacific Station and the Watsonville Transit Center sections regarding the ongoing improvement projects. After the August 25, 2017 board meeting, he will incorporate any comments provided by the full board.

ACTION: RECOMMENDATION TO PROVIDE THE BOARD AND CEO DRAFT RESPONSES TO THE GRAND JURY REPORT, INCORPORATING EDITS DISCUSSED, TO THE FULL BOARD FOR REVIEW AND APPROVAL AT THE AUGUST 25, 2017 BOARD MEETING

MOTION: DIRECTOR BOTTORFF SECOND: DIRECTOR CHASE

MOTION PASSED WITH 3 AYES (Directors Bottorff, Chase and McPherson)

9 ADJOURNMENT

Committee Chair Chase adjourned the meeting at 2:57PM

Respectfully submitted,

Gina Pye
Executive Assistant