



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

The Capital Projects Standing Committee Meeting Agenda Packet can be found online at [www.SCMTD.com](http://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  
Director Cynthia Chase  
Director Bruce McPherson

City of Capitola  
City of Santa Cruz  
County of Santa Cruz

Alex Clifford  
Julie Sherman

METRO CEO/General Manager  
METRO General Counsel

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**MEETING TIME: 2:00PM**

NOTE: THE COMMITTEE CHAIR MAY TAKE ITEMS OUT OF ORDER

- 1 CALL TO ORDER**
- 2 ROLL CALL**
- 3 ADDITIONS OR DELETIONS FROM AGENDA / ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

**4 COMMUNICATIONS TO THE CAPITAL PROJECTS STANDING COMMITTEE**

This time is set aside for Directors and members of the general public to address any item not on the Agenda, but which is within the matter jurisdiction of the Committee. Each member of the public appearing at a Committee meeting shall be limited to three minutes in his or her presentation, unless the Chair, at his or her discretion, permits further remarks to be made. Any person addressing the Committee may submit written statements, petitions or other documents to complement his or her presentation. When addressing the Committee, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

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

**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](#)

**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](#)

**8 GRAND JURY REPORT: DISCUSSION OF REPORT AND RESPONSES**

[Alex Clifford, CEO/General Manager](#)

**9 ADJOURNMENT**

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day. The agenda packet and materials related to an item on this Agenda submitted after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at [www.scmtd.com](http://www.scmtd.com) subject to staff's ability to post the document before the meeting.



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
CAPITAL PROJECTS STANDING COMMITTEE MEETING MINUTES  
APRIL 26, 2017 – 10:00AM  
METRO ADMIN OFFICES  
110 VERNON STREET  
SANTA CRUZ, CA 95060**

The Capital Projects Standing Committee convened a meeting as referenced above. The Meeting Agenda Packet can be found online at [www.SCMTD.com](http://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: 10:00AM**

NOTE: THE COMMITTEE CHAIR MAY TAKE ITEMS OUT OF ORDER

- 1 CALL TO ORDER**  
Meeting was called to order at 10:01AM by Committee Chair Chase.
- 2 ROLL CALL:** The following Directors were **present**, representing quorum:

<b>Director Ed Bottorff</b>	<b>City of Capitola</b>
<b>Director Cynthia Chase</b>	<b>City of Santa Cruz</b>
<b>Director Bruce McPherson</b>	<b>County of Santa Cruz</b>

METRO EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT (IN ALPHABETICAL ORDER) WERE:

Erron Alvey	METRO Purchasing Manager
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**3 ADDITIONS OR DELETIONS FROM AGENDA / ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

Stanley Sokolov, representing the Campaign for Sensible Transportation, said he would be speaking about bus rapid transit at the Campaign for Sensible Transportation forum on June 3 in Santa Cruz and June 17 in Watsonville. Details can be found on their Facebook page.

**4 COMMUNICATIONS TO THE CAPITAL PROJECTS STANDING COMMITTEE**  
Hearing none, the meeting continued to the next agenda item.

**5 APPROVE APRIL 10, 2017 CAPITAL PROJECTS STANDING COMMITTEE MEETING MINUTES**

**ACTION: MOTION TO APPROVE THE APRIL 10, 2017 CAPITAL PROJECTS STANDING COMMITTEE MEETING MINUTES AS PRESENTED.**

**MOTION: DIRECTOR McPHERSON SECOND: DIRECTOR BOTTORFF**

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

**6 ORAL PACIFIC STATION UPDATE**

Barrow Emerson, Planning and Development Manager, provided an oral update and discussed the materials provided in the agenda packet. He also acknowledged the City of Santa Cruz representatives present: Donna Lipscomb, Martin Bernal and Claire Fliesler. METRO is seeking approval to conduct a feasibility study over the next 3-6 months based on the following assumptions: 1) Building over the bus station is too costly; 2) Plan to assume combined footprint or reconfigured footprint of the current METRO properties (City of Santa Cruz staff have discussed the possibility of potential additional parking on Front and Pacific Streets and acquiring the NIAC building); and 3) Technical Analysis. The technical analysis would develop simple Proof of Layout concepts of fitting METRO program needs; i.e., bays, retail facilities, etc., plus City development (a concept in conjunction with the City). In this exercise, we have to take into account any environmental realities of the location(s). It is important to analyze business model alternatives and the economic viability

The plan is to seek Board approval in approximately six months as to the concepts that may work physically, environmentally and economically. The City and METRO would then enter into a Memorandum of Understanding with regard to development of the project. METRO's fallback position remains the option to refurbish the current facility with any available funds.

Bonnie Lipscomb, City of Santa Cruz Director of Redevelopment, re-emphasized that the City is hoping to revitalize lower Pacific Avenue through a compatible project with METRO. They are actively negotiating with NIAC and ask that METRO continue to consider the possibility of looking at a variety of options, including adjacent developments, investing in AVL and other efficiencies in order to allow both partners to fit on the same property and keep 75 River Street as an alternative location.

Martin Bernal, City Manager, believes a downtown METRO station that works for the region and the system is vital and agrees that we should have a proper analysis of the bus system parameters, taking into account future needs, technology, etc. We should not overbuild, etc.

CEO Clifford reminded the Committee that this project has been ongoing for nearly 10 years and a lot of money has been spent over this time. The basic question remains: What is in the best interest of METRO? This topic is not being driven by an increased operational need as the current facility serves our immediate and near future needs. We are trying to be a good neighbor.

METRO's recommendation is based on industry best practice for projects of this type, which is to first engage the correct parties to understand the market so that the project can be undertaken without a huge subsidy. Staff has spent a lot of time investigating the Front and River Street property options and we have determined that they do not meet METRO's needs. As a result METRO would like to engage the appropriate professional consultants to identify the best course of action.

Mr. Emerson explained that the first step would be to develop a physical approach, assuming some growth in the system, incorporating technology, etc. then looking at the best business model to achieve the physical goal.

Recognizing METRO's fiscal limitations and the City desires, Director McPherson is interested in seeing how this project could work for both parties.

Mr. Emerson will provide the reports under separate cover, which validate the exclusion of the Front and River Street properties.

Director Bottorff asked if the consultant that is analyzing the project would look at why River and Front Streets aren't viable options. Mr. Emerson said the simple answer is that the two properties are too small and there are significant traffic issues. METRO's instruction to the consultant will be to look at the Pacific Station area footprint and consider different concepts with the various properties and varied deployment options.

Mr. Bernal said the City wants to ensure we have the right assumptions for the bus system and community needs. The current site does need some investment into future improvements.

CEO Clifford gave an overview of environmental issues related to Pacific Station and ongoing analysis of this topic.

Director McPherson inquired as to the importance of the transit facility in downtown and Ms. Lipscomb reinforced the importance of transit as part of their downtown 'vision'.

CEO Clifford discussed METRO's staff previously analysis that established the 25 bay requirement and noted that through various studies, METRO staff has determined that the 'hub' is the most viable operational approach for our riders' travel patterns.

Mr. Emerson reminded the Committee of previous analyses and discussion of the 'barbell' concept which includes vehicle dispatch locations at each end of the downtown with the stops along Front Street, rather than in a hub configuration. However, the continuous use of Front Street curbs for bus stops was not consistent with the City's plan.

Mr. Emerson noted that METRO had provided the City with a formal review of the 75 River Street proposal and stated that the site could not accommodate the required 25 bays on site and that the current road network made it inefficient to stage some of the buses from the street.

Public comment:

Stanley Sokolov spoke about his research regarding autonomous autobuses and a paradigm shift in transit, which makes it difficult to determine transit needs for the future.

Don Lane, former member of the METRO Board, is now involved in affordable housing and suggests this is an opportunity to address a community need. He asked that everyone consider the most economic use of this valuable real estate. Would it be feasible for the City to purchase the transit center property, which would provide METRO a financial source to then consider other options?

Owen Lawler, DevCon Investments, owner of property one block south of the Transit Center and SC Riverfront, which owns property across Front and River Streets, echoed Mr. Lane's comments about the opportunity to change the downtown dynamics. He offered his assistance in designs, etc.

Chip, Downtown Association Executive Director, was encouraged to learn of the developments and believes there is a lot of community opportunity.

Director Bottorff expressed a concern regarding infrastructure efficiency and would like to consider all available options. His past professional experience has shown AVL to be a proven efficiency tool.

The Committee directed METRO staff to present a report with this meeting's recommendations to the full Board supporting the engagement of a consultant to analyze all system operational efficiency options (sites, technology, etc.) where they can be considered and voted upon. CEO Clifford will provide the committee members with a preview of the report prior to presentation to the full Board.

**7 AUTHORIZATION TO PROCURE AND INSTALL ONBOARD BUS AND PARATRANSIT SECURITY SURVEILLANCE EQUIPMENT AND THE ADOPTION OF A USE OF ELECTRONIC MEDIA POLICY AND A REVISED USE OF VIDEO SURVEILLANCE POLICY**

Alex Clifford, CEO/General Manager, provided background on this topic, the safety features and the policies. CEO Clifford met with the SEIU on both policies. When he met with UTU, he inadvertently provided the new policy only. As a result, today he is providing Mr. Montesino with a copy of the marked up existing policy to review. If Mr. Montesino wants to request a Meet and Confer, CEO Clifford would ask the Board to hold the policy for future review at the next Board meeting.

Director Chase asked if there is any additional cost for data storage.

Counsel Sherman noted that there is some flexibility for transit agencies as the statutory minimum retention is one year, but the law provides exceptions for technology and resultant costs.

Public comment:

Stanley Sokolov suggested METRO investigate the statute of limitations on personal injury as he believes it may be two years.

Eduardo Montesino, UTU representative, noted his concern that the district doesn't follow through on prosecution. He encourages METRO to emphasize incident prosecution and follow up.

CEO Clifford noted that CalTIP is now providing coverage for all third party claims and alleviates the prior impact on METRO resources to prosecute and follow cases.

The Committee recommends and supports this agenda item moving forward to the full Board at the next Board meeting.

**8 5339B (BUS AND BUS FACILITIES) & 5339C (LOW OR NO EMISSION BUS PROGRAM) COMPETITIVE PROGRAMS PROPOSAL**

Barrow Emerson, Planning and Development Manager, added commentary to the information provided, highlighting the funding sources, strategic approach, CNG versus electric buses, etc.

Public comment: Stanley Sokolov asked about CNG versus electric bus maintenance.

CEO Clifford noted that the electric buses are so new that life cycle knowledge isn't known at this time. METRO is familiar with CNG technology and maintenance costs.

Director Bottorff recommended the approval of the 5339B (bus and bus facilities) and 5339C (low or no emission bus program) competitive programs proposal as presented. The Committee concurred.

**9 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**

General Counsel Sherman announced the closed session item as referenced below. There is no report out anticipated after the session.

**10 RECESS TO CLOSED SESSION AT 11:43AM**

**11 CLOSED SESSION**

**CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION**

Government Code Section 54956.9 (d)(1) – Parties: Lewis C. Nelson and Sons, Inc. and RNL Design, Inc.

**12 ADJOURNMENT**

Committee Chair Chase adjourned the meeting at 11:43AM

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PLACEHOLDER - AGENDA ITEM #6

TO BE DISTRIBUTED AT MEETING

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

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PLACEHOLDER - AGENDA ITEM #7

TO BE DISTRIBUTED AT MEETING

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

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## AGENDA ITEM #8

### VERBAL PRESENTATION ONLY

# GRAND JURY REPORT: DISCUSSION OF REPORT AND RESPONSES

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