



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
CAPITAL PROJECTS STANDING COMMITTEE MEETING MINUTES*
OCTOBER 9, 2020 – 10:30AM
MEETING HELD VIA TELECONFERENCE**

A regular meeting of the Capital Projects Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, October 9, 2020, via teleconference.

The Committee Meeting Agenda Packet can be found online at www.SCMTD.com. *Minutes are “summary” minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

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- 1 **CALL TO ORDER** at 10:31AM by Director Bottorff.
- 2 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

Director Ed Bottorff
Director Cynthia Mathews
Director Bruce McPherson
Director Larry Pageler

City of Capitola
City of Santa Cruz
County of Santa Cruz
County of Santa Cruz

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

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

John Urgo
Director

METRO Planning & Development

- 3 **ORAL AND WRITTEN COMMUNICATIONS TO THE CAPITAL PROJECTS STANDING COMMITTEE**
Having none, Director Bottorff moved to the next agenda item.
- 4 **ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**
Having none, Director Bottorff moved to the next agenda item.
- 5 **RECEIVE A REPORT ABOUT THE METRO PARACRUZ FACILITY DESIGN PLANS**
Margo Ross, COO, provided brief commentary to the staff report, stressing the preliminary nature of the plans.

METRO believes the facility type, with the inclusion of the mobility center and onsite Customer Service, will score high in the FTA grant application process. CEO Clifford

reminded the assembly that the addition of the previously approved Board matching funds also improves METRO's chances of winning a grant.

In response to Director inquiries, Wondimu Mengistu, Legislative/Grants Analyst, advised the assembly that the funding opportunity is expected to be issued in February/March 2021 with the announcement of the grantees in June/July 2021.

Discussion ensued regarding the internal configuration and safest use of space; e.g., hard walled offices versus cubicles. The Directors suggested internal and external feedback be solicited prior to finalizing the layout.

Community input will be solicited and encouraged as the mobility center and facility design advance to completion. In addition to METRO's reaching out to various stakeholders, the Directors offered to solicit letters of support from their constituents to accompany the grant application.

Public comment:

Nate Abrego expressed his excitement regarding some of the features being considered; especially the mobility center and public access. However, he did have a couple of concerns regarding the size of the square footage as presented in the preliminary plan, particularly the Supervisors' area, the restrooms and stalls and the breakroom location being disjointed from Dispatch. He suggested Customer Service not be included in the new facility to permit more space for the others. He also noted the path of travel is concerning, as it currently exists

The Directors each expressed their appreciation to METRO staff and Mr. Abrego for the overview and continued considerations taken into account in the design. They requested METRO look into any necessary improvements to the sidewalk access.

6 RECOMMEND APPROVAL TO THE FULL BOARD OF DIRECTORS OF THE FY21 CAPITAL PROJECTS AND RECEIVE THE TEN-YEAR UNFUNDED CAPITAL LIST UPDATE

John Urgo, Planning & Development Director, provided brief commentary to the staff report. CEO Clifford, Project Manager Sandi Woods and Facility Maintenance Manager Freddy Rocha provided updates regarding the status of various security issues at METRO facilities.

MOTION TO RECOMMEND APPROVAL TO THE FULL BOARD OF DIRECTORS OF THE FY21 CAPITAL PROJECTS AND RECEIVE THE TEN-YEAR UNFUNDED CAPITAL LIST UPDATE AS PRESENTED

Motion: Director Pageler
Motion was unanimous

Second: Director McPherson

There was no public comment.

7 ORAL PACIFIC STATION UPDATE

John Urgo, Planning & Development Director, advised the Committee that METRO is meeting weekly with the City of Santa Cruz (City) staff and consolidating information for grant application submittal. The City plans to issue an RFP to bring a developer on board.

Referencing her recent discussions with Bonnie Lipscomb, City of Santa Cruz Director of Economic Development, Director Mathews added the City anticipates issuing an RFP soliciting an affordable housing provider in November with the selection of a developer in December 2020.

There was no public comment.

8 **ADJOURNMENT**

Director Bottorff adjourned the meeting at 11:03AM.

Respectfully submitted,

Gina Pye

Executive Assistant