



CITY OF SANTA CRUZ  
809 Center Street  
Santa Cruz, California 95060

## TRANSPORTATION AND PUBLIC WORKS COMMISSION

### Regular Meeting

January 22, 2024

#### 6:00 P.M. GENERAL BUSINESS AND MATTERS OF PUBLIC INTEREST, COUNCIL CHAMBERS

**Please note:** As of March 1, 2023, participation in meetings for City Advisory Bodies is in-person only. Members of the public can continue to stream the audio for the meetings from the City's website, however public comment will no longer be taken virtually and those wishing to address the board must be in attendance at the location provided on the agenda.

Written material for every item listed on the agenda is available for review at the Public Works office, 809 Center Street, Room 201, and online at [www.cityofsantacruz.com](http://www.cityofsantacruz.com).

Time limits set by Commission Policy are guidelines. Unless otherwise specified, procedures for all items, are:

- Oral staff report
- Public comment - 3 minutes each; maximum total time may be established by the Presiding Officer at the beginning of an agenda item
- Commission deliberation and action

No action will be taken on items listed under Oral Communications, Announcements, Presentations, and Information Items

Written correspondence may be sent to [tpwc@santacruzca.gov](mailto:tpwc@santacruzca.gov). **Please note:** emails received after 12:00 p.m. on the date of the meeting may not reach and be read by Commissioners prior to consideration of an item.

Appeals - Any person who believes that a final action of this advisory body has been taken in error, that decision may or may not be appealable to the City Council. Appeals must be in writing, setting forth the nature of the action and the basis upon which the action is considered to be in error, and addressed to the City Council in care of the City Clerk Administrator. Appeals must be received by the City Clerk Administrator within ten (10) calendar days following the date of the action from which such appeal is being taken. An appeal must be accompanied by a fifty dollar (\$50) filing fee.

#### **Additional Information**

The City of Santa Cruz does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities, we ask that you attend fragrance free. If you wish to attend this public meeting and will require assistance, such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the Public Works Office at (831) 420-5162 or e-mail [tpwc@santacruzca.gov](mailto:tpwc@santacruzca.gov) at least five (5) days in advance so that arrangements for such assistance can be accommodated. The Cal-Relay system number: 1-800-735-2922.

**Agenda and Agenda Packet Materials:** The commission agenda and the complete agenda packet containing

public records, which are not exempt from disclosure pursuant to the California Public Records Act, are available for review on the City's website: <https://www.cityofsantacruz.com/government/city-departments/public-works/public-works-department-commissions/transportation-and-public-works-commission> and at 809 Center Street, Room 201, Santa Cruz, California, during normal business hours.

**Agenda Materials Submitted after Publication of the Agenda Packet:** Pursuant to Government Code §54957.5, public records related to an open session agenda item submitted after distribution of the agenda packet are available at the same time they are distributed or made available to the legislative body on the City's website at: <https://www.cityofsantacruz.com/government/city-departments/public-works/public-works-department-commissions/transportation-and-public-works-commission> and are also available for public inspection at 809 Center Street, Room 201, Santa Cruz.

## Transportation and Public Works Commission (TPWC)

6:00 PM

Call to Order

Roll Call

Absent with Notification

Statements of Disqualification

Oral Communications

Announcements

Presentations

1. Update on Waste Water System Enterprise Long Range Financial Planning  
For Information Only
2. Updates on Major Public Work Projects

Approval of Minutes

3. Approval of Minutes for the September 18, 2023 Meeting  
Motion to approve the Minutes for the September 18, 2023 Transportation and Public Works Committee Meeting.
4. Approval of Minutes for the November 20, 2023 Meeting  
Motion to approve the Minutes for the November 20, 2023 Transportation and Public Works Committee Meeting.

General Business

5. 2024 Transportation and Public Works Commission Draft Work Plan  
Motion to review the 2024 Draft Transportation and Public Works Commission

Work Plan and provide comments.

**Information Items**

**Subcommittee/Advisory Body Oral Reports**

**Items Initiated by Members for Future Agendas**

**Adjournment**



## Transportation and Public Works Commission AGENDA REPORT

**DATE:** 01/12/2024

**AGENDA OF:** 01/22/2024

**DEPARTMENT:** Public Works

**SUBJECT:** Update on Waste Water System Enterprise Long Range Financial Planning

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**RECOMMENDATION:** For Information Only

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**BACKGROUND:** The Public Works Department operates a regional wastewater treatment plant serving over 100,000 customers, and manages over 150 miles of sewer collection pipe within the City of Santa Cruz. Delivering safe and reliable collection and treatment of wastewater requires over 50 Full Time Equivalent staff, as well as intensive capital investment in major infrastructure, equipment and facilities. Studies completed between 2018 and 2020 identified a number of major pieces of equipment at the wastewater treatment plant that have reached or will soon reach the end of their functional life and require replacement. Reinforcing the need to address aging equipment, the primary electrical feed failed in 2023 and required a number of emergency response measures which exceeded \$1,000,000 to implement and impacted normal operations. Ultimately, over the next decade investments exceeding \$170,000,000 will be needed to replace and modernize the wastewater system.

Given the scope, scale and duration of this work, Public Works staff sought assistance from the Water Department with financial planning. The Water Department's Long Range Financial Plan and associated financial model created in 2016, have been critical tools for establishing sound financial policy and management, informing rate making, supporting the planning of long range capital investment and securing low interest loans and grants to support critical projects.

Work between Water and Public Works staff initiated in Fall 2023 and consists of the following tasks to be completed over the next 18 months:

- 1) Develop a Wastewater System Long Range Financial Plan-review existing policies, credit ratings, and develop policies such as reserve levels and debt service coverage
- 2) Develop a comprehensive 10-year financial model-this model integrates operating and capital budgets, forecast future expenses, assigns inflationary factors, allows for assumptions about financing/debt issuance to understand how current and future expenditures will interrelate with various policies adopted in the Financial Plan
- 3) Complete a Cost of Service Analysis which will culminate with recommended 5 year wastewater rates in July 2025

The Commission will receive an overview presentation on financial planning as well as summary of key deliverables, milestones and future planned Commission touch-points.

**Prepared By:**  
Kevin Crossley  
Assistant Director/City  
Engineer

**Submitted By:**  
Kevin Crossley  
Assistant Director/City  
Engineer

**Approved By:**

**ATTACHMENTS:**



## Transportation and Public Works Commission

Regular Meeting

**Draft Minutes**

6:00 p.m., Monday, September 18, 2023

Council Chambers

### Transportation and Public Works Commission (TPWC)

**Call to Order: 6:00 P.M.**

**Roll Call:** Chair Ron Goodman, Vice-Chair Ryan Meckel; Commissioners: Candace Brown, Robert Orrizzi, Zennon Ulyate-Crow, and Susan Gilchrist.

**Absent with Notification:** Commissioner Kyle Kelley.

**Statements of Disqualification:** Commissioner Gilchrist recused herself from Item 1.

#### Oral Communications:

At 6:01 P.M., Chair Goodman opened oral communications. There were no speakers and at 6:01 P.M., Chair Goodman closed oral communications.

#### Announcements:

Nathan Nguyen, Director of Public Works, gave an update on staff changes, ongoing and upcoming Public Works projects, and the projects to be highlighted at the October 16<sup>th</sup> Open House.

Commissioner Brown announced a fundraiser for Nick Corcoran, a resident who was seriously injured in a lighted crosswalk in Santa Cruz.

**Presentations:** None.

#### Approval of Minutes:

1. Approval of Minutes for the August 21, 2023 Transportation and Public Works Commission Meeting.

**Motion:** Vice-Chair Meckel moved, seconded by Commissioner Brown, to approve the minutes of the August 21, 2023, Transportation and Public Works Commission meeting.

**Action:** The motion carried with the following vote:

AYES: Chair Goodman, Vice-Chair Meckel, Commissioners: Brown, Orrizzi, and Ulyate-Crow.

NOES: None.

ABSENT: Commissioner Kelley.

DISQUALIFIED: Commissioner Gilchrist.

**Consent:** None.

**General Business:**

2. METRO Interim Downtown Transit Center Plan

Matt Starkey, Transportation Planner, Blake Silkwood, Kimley- Horn consultant, and John Urgo Planning and Development Director for Santa Cruz METRO, gave a presentation on the METRO Interim Downtown Transit Center Plan and answered Commissioners questions.

At 6:50 P.M., Chair Goodman opened public comment and the following person spoke:

Jonathan Goren

At 6:53 P.M., Chair Goodman closed public comment.

**MOTION:** Commissioner Ulyate-Crow moved, seconded by Vice-Chair Meckel, that the Transportation and Public Works Commission reject the METRO Interim Downtown Transit Center Plan (Plans) and recommend to Council to approve with the following changes:

- Explore contraflow bike lane options on the River Street South section of the Plans.
- Improve levee access within the mid-block access point across from the Pedestrian Bridge on River St South.
- Removal of parking spaces on River Street south in favor of additional and safer bus facilities.
- Removal of Parking Spaces on Front Street in favor of separate facilities for bicycles and bus/car use.
- Maintain accessible parking spaces.

And the stipulation that the plans be brought back to the Commission once operations have commenced to address any operational issues.

**ACTION:** The Motion carried with the following vote:



AYES: Chair Goodman, Vice-Chair Meckel, Commissioners: Brown, Orrizzi, Ulyate-Crow.

NOES: Commissioner Gilchrist.

ABSENT: Commissioner Kelley.

DISQUALIFIED: None.

**MOTION:** Commissioner Brown moved, seconded by Commissioner Gilchrist that the Transportation and Public Works Commission recommend that Council direct the Downtown Commission review downtown parking structure rates to accommodate the loss of 43 parking spaces during the Interim operations.

**ACTION:** The motion carried with the following vote:

AYES: Chair Goodman, Vice-Chair Meckel, Commissioners: Brown, Orrizzi, Ulyate-Crow, and Gilchrist.

NOES: None.

ABSENT: Commissioner Kelley.

DISQUALIFIED: None.

**Information Items:** None.

**Subcommittee/Advisory Body Oral Reports:** None.

**Items Initiated by Members for Future Agendas:** None.

**Adjournment:** 8:12 P.M.



## Transportation and Public Works Commission

Regular Meeting

**Draft Minutes**

6:00 p.m., Monday, November 20, 2023

Council Chambers

### Transportation and Public Works Commission (TPWC)

**Call to Order 6:00 P.M.**

**Roll Call:** Chair Ron Goodman, Vice-Chair Ryan Meckel; Commissioners: Candace Brown, Robert Orizzi, Kyle Kelley, Zennon Ulyate-Crow, and Susan Gilchrist.

**Absent with Notification:** None

**Statements of Disqualification:** None

**Oral Communications:**

At 6:01 P.M. Chair Goodman opened oral communications. There were no speakers and at 6:02 P.M., Chair Goodman closed oral communications.

**Announcements:** None

**Presentations:** None

**Approval of Minutes:**

1. Approval of Minutes for the August 21, 2023 Transportation and Public Works Meeting.

**MOTION:** carried to postpone the approval of minutes to the January 2024 Transportation and Public Works Commission meeting due to incorrect minutes being added to the packet.

**ACTION:** The motion carried with the following vote:

**AYES:** Chair Goodman, Vice-Chair Meckel, Commissioners: Brown, Orizzi, Kelley, Ulyate-Crow, and Gilchrist.

**NOES:** None.

**ABSENT:** None.

**DISQUALIFIED:** None.

**General Business**

2. Car Share Parking Permit Program

Claire Gallogly, Transportation Planner, and Joanna Edmonds, Transportation Coordinator, presented the draft Car Share Parking Permit Program Terms & Conditions and Permit Fee Schedule.

At 6:34 P.M., Chair Goodman opened public comment. There were no speakers and at

At 6:35 P.M., Chair Goodman closed public comment.

3. Bay Corridor - California Street to Mission Street Concept Plans

At 6:35 P.M., Chair Goodman opened public comment and the following people spoke:

Gavin Roth  
Jerry Cacace  
Jonathan Goren  
Tray Lawson

At 6:56 P.M., Chair Goodman closed public comment.

**MOTION:** Vice-Chair Meckel moved, seconded by Commissioner Ulyate-Crow to split the motion into two motions.

**ACTION:** The motion carried with the following vote:

AYES: Chair Goodman, Vice-Chair Meckel, Commissioners: Brown, Orrizzi, Kelley, Ulyate-Crow, and Gilchrist.

NOES: None.

ABSENT: None.

DISQUALIFIED: None.

**MOTION:** Commissioner Ulyate-Crow moved, seconded by Vice-Chair Meckel to

- 1) To approve the Bay Street striping plans for the 2024 Pavement Rehabilitation Project with the addition that staff:
- 2) Put in a dedicated button at seaside street and bayside street to activate the RFB.
- 3) Estimate the cost of bringing bike lane to sidewalk level California to Bay Street.
- 4) Have staff consider what additional safety measures could be implemented.
- 5) Ask staff to aggressively consider speed reduction tools to the project.

**ACTION:** The motion carried with the following vote:

AYES: Chair Goodman, Vice-Chair Meckel, Commissioners: Brown, Orrizzi, Kelley, Ulyate-Crow, and Gilchrist.

NOES: None.

ABSENT: None.

DISQUALIFIED: None.

**MOTION:** Commissioner Ulyate-Crow moved, seconded by Commissioner Orrizzi to

- 1) Approve the Bay Corridor improvement plans from Mission Street to the end of Bayview Elementary with the addition that staff:
- 2) Consult with CALTRANS to bring back the left turn lane on the north side of the intersection in order to reduce the width of north bound lane on Bay Street and explore widening of the bike lane.
- 3) Ensure that the raised sidewalk above the bike lane be low impact to cyclists.
- 4) Ask staff to aggressively consider speed reduction tools to the project.

**ACTION:** The motion carried with the following vote:

AYES: Chair Goodman, Vice-Chair Meckel, Commissioners: Brown, Orrizzi, Kelley, Ulyate-Crow, and Gilchrist.

NOES: None.

ABSENT: None.

DISQUALIFIED: None.

4. 2024 Calendar of Transportation and Public Works Commission Meetings

**MOTION:** Vice-Chair Meckel moved, seconded by Commissioner Gilchrist to approve the 2024 Meeting Calendar.

**ACTION:** The motion carried with the following vote:

AYES: Chair Goodman, Vice-Chair Meckel, Commissioners: Brown, Orrizzi, Kelley, Ulyate-Crow, and Gilchrist.

NOES: None.

ABSENT: None.

DISQUALIFIED: None.

5. Creation of a Transportation and Public Works 2024 Annual Work Plan Ad Hoc Subcommittee

**MOTION:** Commissioner Ulyate-Crow moved, seconded by Commissioner Gilchrist, that the Transportation and Public Works Commission form an Ad Hoc Subcommittee, consisting of Chair Goodman, Commissioners Orrizzi and Ulyate-Crow, to review the 2024 Annual Work Plan.

**ACTION:** The motion carried with the following vote:

**AYES:** Chair Goodman, Vice-Chair Meckel, Commissioners: Brown, Orrizzi, Kelley, Ulyate-Crow, and Gilchrist.

**NOES:** None.

**ABSENT:** None.

**DISQUALIFIED:** None.

**Information Items:** None.

**Subcommittee/Advisory Body Oral Reports:** None

**Items Initiated by Members for Future Agendas:**

- Update on the status of the Levee initiated by Commissioner Brown.
- Update on B-Cycle Program initiated by Commissioner Orizzi.

**Adjournment:** 8:15 P.M.



## Transportation and Public Works Commission AGENDA REPORT

**DATE:** 01/17/2024

**AGENDA OF:** 01/22/2024

**DEPARTMENT:** Public Works

**SUBJECT:** 2024 Transportation and Public Works Commission Draft Work Plan

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**RECOMMENDATION:** Motion to review the 2024 Draft Transportation and Public Works Commission Work Plan and provide comments.

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**BACKGROUND:** The Transportation and Public Works Commission (TPWC) evaluates Public Works projects, hears presentations from Public Works Staff, receives feedback from the community on Public Works projects, and makes recommendations to department staff and City Council.

Each year, TPWC produces an annual work plan to help guide its activity for the upcoming year. The work plan is a guide, and the actual work of TPWC may vary as needed per the determination of staff and the chairperson of the commission. It also serves as a way for TPWC to evaluate how well it is meeting its work goals.

**DISCUSSION:** In December of 2023, an ad hoc committee of the TPWC met with staff to create a draft plan. The attached draft plan is the work product of that ad hoc committee. The Draft Transportation and Public Works Commission Work Plan for 2024 is attached for your comments.

**FISCAL IMPACT:** None.

**Prepared By:**  
Ron Goodman  
Chair

**Submitted By:**  
Ron Goodman  
Chair

**Approved By:**

**ATTACHMENTS:**

1. 2024 DRAFT TPWC WORK PLAN.PDF

## 2024 Draft Work Plan for the Transportation and Public Works Commission

Prepared in December 2023 by T&PW Commission ad hoc committee for 2024 Work Plan

Description	Action Items/Deliverables
<b>1. Public Safety</b>	<ul style="list-style-type: none"> <li>• Quarterly report on incidents</li> <li>• Analysis of what public safety report indicates about causes</li> <li>• Vision Zero update</li> <li>• Community outreach on public safety (e.g., important projects, relative importance to other issues) to help commission prioritize safety</li> </ul>
<b>2. Neighborhood Traffic Calming Program</b>	<ul style="list-style-type: none"> <li>• Get staff report on program</li> <li>• Gives feedback on selected and rejected projects</li> </ul>
<b>3. Budget prioritization</b>	<ul style="list-style-type: none"> <li>• Get report on CIP/Measure D/etc. proposed budgets</li> <li>• Give feedback about projects and priorities</li> </ul>
<b>4. 5-year Paving Plan</b>	<ul style="list-style-type: none"> <li>• Give staff feedback on reprioritization for striping considerations</li> </ul>
<b>5. ATP Plan Update</b>	<ul style="list-style-type: none"> <li>• Get staff update on program and provide feedback</li> <li>• Possibly form adhoc committee to do deep-dive on proposed projects</li> </ul>
<b>6. Bike Share</b>	<ul style="list-style-type: none"> <li>• Received updates</li> <li>• Create mechanism for users to provide feedback to TPWC</li> <li>• TPWC provides feedback to staff to give to BCycle</li> </ul>
<b>7. Commission Review of Major Transportation Projects</b>	<ul style="list-style-type: none"> <li>• Provide feedback for major projects like: Rail Trail Segments 8 and 9, Bay Street, Swanton/Delaware, Downtown Intersections, Unsignalized Crossings, Advance Dilemma Zone Detection</li> </ul>
<b>8. Commission Review of Major Public Works Projects</b>	<ul style="list-style-type: none"> <li>• Provide feedback for major projects like: Pure Water Pipe Conveyance, West Cliff Revetments, Storm Drain and Sewer Improvements, Resource Recovery Cell 3B, SLR Pump Station #1 Assessment, PARCS Replacement, CMMS Upgrade, Housing Matters Hygiene Bay Remodel, river levee (<i>staff should update this list</i>)</li> </ul>
<b>9. Speed Survey Report</b>	<ul style="list-style-type: none"> <li>• Get staff update on speed survey and strategies to reduce speeding</li> </ul>
<b>10. CRSP Processes</b>	<ul style="list-style-type: none"> <li>• Staff to report on how TPWC can use the information from CRSP reports (e.g., get access to raw data or get periodic digests, especially for Bike/Ped Hazard, Traffic Concern, Pothole, Sewer Spill/Backup entries)</li> </ul>
<b>11. Metro Project</b>	<ul style="list-style-type: none"> <li>• Get project updates and seek TPWC input as needed</li> </ul>
<b>12. Past Agenda Item Updates</b>	<ul style="list-style-type: none"> <li>• Receive a list of items from staff admin (from review of minutes) of items from past motions requesting updates (e.g., costs of sidewalk level bike lane on Bay, update on river levee).</li> <li>• Staff schedules those periodic updates as appropriate for TPWC meetings</li> </ul>
<b>13. Legislative Updates</b>	<ul style="list-style-type: none"> <li>• Explore if there is TPWC interest in an adhoc for legislative updates</li> </ul>