

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION  
**Budget and Administration/Personnel Committee**

**Draft Minutes**

**Thursday, June 12, 2008**  
**3:30 pm**

CAO Conference Room, 5<sup>th</sup> Floor  
701 Ocean Street, Santa Cruz

Meeting called to order by Andy Schiffrin, Chair at 3:35 pm

COMMITTEE MEMBERS PRESENT: Andy Schiffrin, Ellen Pirie, Jan Beautz and Gustavo Gonzales

STAFF PRESENT: George Dondero, Luis Mendez, Yesenia Parra, Cory Caletti, Tegan Speiser and Daniel Nikuna

OTHERS PRESENT: Rahn Garcia, County Counsel

1. Introductions - None
2. Additions/Changes to Agenda - Yesenia Parra, RTC Administrative Services Officer, distributed replacement pages for item 5.
3. Oral Communications - None

**CONSENT AGENDA**

Approved unanimously (Pirie/Beautz)

4. Approved Minutes of April 10, 2008 Meeting
5. Accepted Monthly TDA Report
6. Accepted FY 07-08 Third Quarter Quarterly Warrants Report and Credit Card Reports

**REGULAR AGENDA**

7. Revised Draft Monterey Bay Sanctuary Scenic Trail (MBSST) Master Plan and Environmental Impact Report Request for Proposals (RFP)

Cory Caletti, Senior Transportation Planner, presented the staff report and noted that the written staff report includes all comments received on the draft request for proposals to date and staff's suggested responses, as well

as a revised timeline. Commissioners discussed the timeline and agreed that presenting this item to the Commission at the August 7, 2008 RTC meeting was most appropriate.

Commissioners reviewed and discussed the comments received on the draft RFP from committees, interested parties and local jurisdictions. Commissioners asked that staff include all comments received and staff responses in the staff report to be presented to the Commission on August 7, 2008. Commissioners also asked that the RFP include providing the RTC with status reports at key junctures, and locating the trail in proximity to coastal access and coastal viewing opportunities where ever possible.

After discussion on the project budget, the comments and list of agencies that will be consulted throughout the process, Commissioner Pirie moved and Commissioner Alternate Gonzales seconded approval of the staff recommendation that the Regional Transportation Commission:

1. Approve the draft RFP for release to consultants with two minor changes to the RFP:
  - a. Add language to ensure that the consultant provides status reports to the RTC at key milestones; and
  - b. Add language indicating that, where ever possible, the trail would be situated in locations that provide coastal access and/or coastal viewing opportunities.

Commission Pirie and Commissioner Alternate Schiffrin confirmed their interest in serving on the MBSST Network Consultant Selection Committee.

#### 8. Review of Items to be Discussed in Closed Session

Deputy Director Luis Mendez reported that the item to be discussed in closed session was the lease renewal for the building occupied by commission staff located at 1523 Pacific Ave.

#### 9. Oral and Written Communications Regarding Closed Session – None

The committee convened to close session at 4:03 pm

### **CLOSED SESSION**

#### 10. Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8. Property: 1523 Pacific Ave., Santa Cruz, CA 95060

Agency Negotiator: George Dondero  
Negotiation Parties: Louis Rittenhouse  
Under Negotiation: Lease Price and Terms

11. Next Meetings/Adjournment

The meeting adjourned at 4:12 pm

The next Budget and Administration/Personnel Committee meeting is scheduled for Thursday, September 11, 2008 at 3:30 p.m. in the CAO Conference Room, 5<sup>th</sup> Floor, 701 Ocean St., Santa Cruz

Respectfully submitted

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Yesenia Parra, Staff