

City of Capitola City Council Meeting Agenda Thursday, March 12, 2026 – 6:00 PM



City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Mayor: Margaux Morgan
Vice Mayor: Gerry Jensen
Council Members: Joe Clarke, Melinda Orbach, Susan Westman

Closed Session – 5:30 PM

Closed Sessions are not open to the public and held only on specific topics allowed by State Law (noticed below). An announcement regarding the items to be discussed in Closed Session will be made in the City Hall Council Chambers prior to the Closed Session. Members of the public may, at this time, address the City Council on closed session items only. There will be a report of any final decisions in City Council Chambers during the Open Session Meeting.

- i. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to Gov't Code § 54956.9(d)(4)
One Case

Regular Meeting of the Capitola City Council – 6 PM

1. Roll Call and Pledge of Allegiance

Council Members Joe Clarke, Melinda Orbach, Susan Westman, Vice Mayor Gerry Jensen, and Mayor Margaux Morgan

2. Additions and Deletions to the Agenda

3. Presentations

Presentations are limited to eight minutes.

- A. Proclamation Honoring March 2026 as American Red Cross Month
- B. Presentation from Santa Cruz County METRO Transit District

4. Report on Closed Session

5. Additional Materials

Additional information related to an agenda item on this agenda and submitted to the City after distribution of the agenda packet pursuant to Government Code §54957.5. All correspondence received prior to 5:00 p.m. on the Wednesday preceding a Council Meeting will be distributed to Councilmembers to review prior to the meeting. Information submitted after 5 p.m. on that Wednesday may not have time to reach Councilmembers, nor be read by them prior to consideration of an item.

- A. Item 9A - Correspondence Received

6. Oral Communications by Members of the Public

*Oral Communications allows time for members of the Public to address the City Council on any “Consent Item” on tonight’s agenda, or on any topic within the jurisdiction of the City that is not on the “General Government/Public Hearings” section of the Agenda. Members of the public may speak for up to three minutes, unless otherwise specified by the Mayor. Individuals may not speak more than once during Oral Communications. All speakers must address the entire legislative body and will not be permitted to engage in dialogue. A **maximum of 30 minutes** is set aside for Oral Communications.*

7. Staff / City Council Comments

Comments are limited to three minutes.

8. Consent Items

All items listed as “Consent Items” will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Council votes on the action unless members of the City Council request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Government. Note that all Ordinances which appear on the public agenda shall be determined to have been read by title and further reading waived.

A. City Council Meeting Minutes

Recommended Action: Approve minutes from the special meeting on February 23, 2026, and the regular meeting on February 26, 2026.

B. Fiscal Year 2026-27 Budget Calendar

Recommended Action: Amend the Budget Calendar for Fiscal Year (FY) 2026-27.

C. RING Radio System Federal Funding Request

Recommended Action: Authorize the Vice Mayor to send a letter to federal representatives requesting support for funding in the amount of \$5.4 million for the Regional Interoperable Next Generation (RING) Radio System serving Santa Cruz County public safety agencies.

9. General Government / Public Hearings

All items listed in “General Government / Public Hearings” are intended to provide an opportunity for public discussion of each item listed. The following procedure pertains to each General Government item: 1) Staff explanation; 2) Council questions; 3) Public comment; 4) Council deliberation; 5) Decision.

A. E-Bike Safety Action Plan

Recommended Action: Receive an update on the City’s e-Bike Safety Action Plan, including recent legislative outreach and the development of an e-bike permit program at New Brighton Middle School, and provide feedback on next steps.

B. Capitola Active Transportation Plan Technical Consultant

Recommended Action: Authorize the City Manager to execute a professional services agreement with Fehr & Peers in an amount not to exceed \$145,000 to provide technical consultant services for development of the Capitola Active Transportation Plan (ATP).

C. Jade Street Site Improvements – Project Progress Update

Recommended Action: Receive the progress report on the full set of Jade Street projects, including the Community Center Renovation, Patio Improvements, Treasure Cove Playground, and the Jade Street Park Restroom Renovation.

10. Adjournment

The next regularly scheduled City Council meeting is on March 26, 2026, at 6:00 PM.

How to View the Meeting

Meetings are open to the public for in-person attendance at the Capitola City Council Chambers located at 420 Capitola Avenue, Capitola, California, 95010.

Other ways to Watch:

Spectrum Cable Television channel 8

City of Capitola, California YouTube Channel

How to Provide Comments to the City Council

Members of the public may provide public comments to the City Council in-person during the meeting. If you are unable to attend in-person, please email your comments to citycouncil@ci.capitola.ca.us and they will be included as a part of the record for the meeting.

Notice regarding City Council: The City Council meets on the 2nd and 4th Thursday of each month at 6:00 p.m. in the City Hall Council Chambers located at 420 Capitola Avenue, Capitola.

Agenda and Agenda Packet Materials: The City Council Agenda and the complete Agenda Packet are available for review on the City’s website and at Capitola City Hall prior to the meeting. Need more information? Contact the City Clerk’s office at 831-475-7300.

Agenda Materials Distributed after Distribution of the Agenda Packet: Pursuant to Government Code §54957.5, materials related to an agenda item submitted after distribution of the agenda packet are available for public inspection at the Reception Office at City Hall, 420 Capitola Avenue, Capitola, California, during normal business hours.

Americans with Disabilities Act: Disability-related aids or services are available to enable persons with a disability to participate in this meeting consistent with the Federal Americans with Disabilities Act of 1990. Assisted listening devices are available for individuals with hearing impairments at the meeting in the City Council Chambers. Should you require special accommodations to participate in the meeting due to a disability, please contact the City Clerk’s office at least 24 hours in advance of the meeting at 831-475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.

Si desea asistir a esta reunión pública y necesita ayuda - como un intérprete de lenguaje de señas americano, español u otro equipo especial - favor de llamar al Departamento de la Secretaría de la Ciudad al 831-475-7300 al menos tres días antes para que podamos coordinar dicha asistencia especial o envíe un correo electrónico a jgautho@ci.capitola.ca.us.

Televised Meetings: City Council meetings are cablecast “Live” on Charter Communications Cable TV Channel 8 and are recorded to be rebroadcasted at 8:00 a.m. on the Wednesday following the meetings and at 1:00 p.m. on Saturday following the first rebroadcast on Community Television of Santa Cruz County (Charter Channel 71 and Comcast Channel 25). Meetings are streamed “Live” on the City’s website by clicking on the Home Page link “Meeting Agendas/Videos.” Archived meetings can be viewed from the website at any time.



Santa Cruz METRO Transit District

March 2026

METRO's Mission & Service

- **Established in 1968:** METRO's mission is to provide environmentally sustainable transportation for Santa Cruz County.
- **Countywide bus service:** Connecting Santa Cruz, Capitola, Watsonville, and Scotts Valley, plus Aptos, Soquel, Live Oak, Bonny Doon, Davenport, and the San Lorenzo Valley.
- **Regional connections:** Highway 17 Express commuter service connects Santa Cruz to downtown San Jose and Bay Area transit systems (in cooperation with partner agencies).
- **System snapshot: 29 routes and 4 transit centers**—River Front (temporary during Pacific Station/Rotkin Transit Center redevelopment), Cavallaro (Scotts Valley), Capitola Mall, and Watsonville.
- **ParaCruz (ADA paratransit):** Door-to-door shared rides for eligible riders with disabilities who cannot use fixed-route service. Over 2K enrolled and 65K rides per year.



METRO & Transit Benefits

- **Expands access and opportunity:** Connects people to jobs, school, medical care, shopping, and essential services.
- **Supports equity and independence:** Provides mobility for seniors, people with disabilities, students, and residents without reliable vehicle access.
- **Reduces traffic congestion:** Fewer car trips means safer, less congested streets and more efficient travel countywide.
- **Improves air quality and lowers emissions:** More transit trips and cleaner buses reduce pollution and support sustainability goals.
- **Strengthens the local economy:** Helps employers and local businesses by supporting workforce mobility and customer access.
 - According to APTA, every \$1 invested in public transportation generates \$5 in long-term economic value.
- **Provides resilience during emergencies:** Supports evacuations and keeps access to essential destinations during major disruptions.



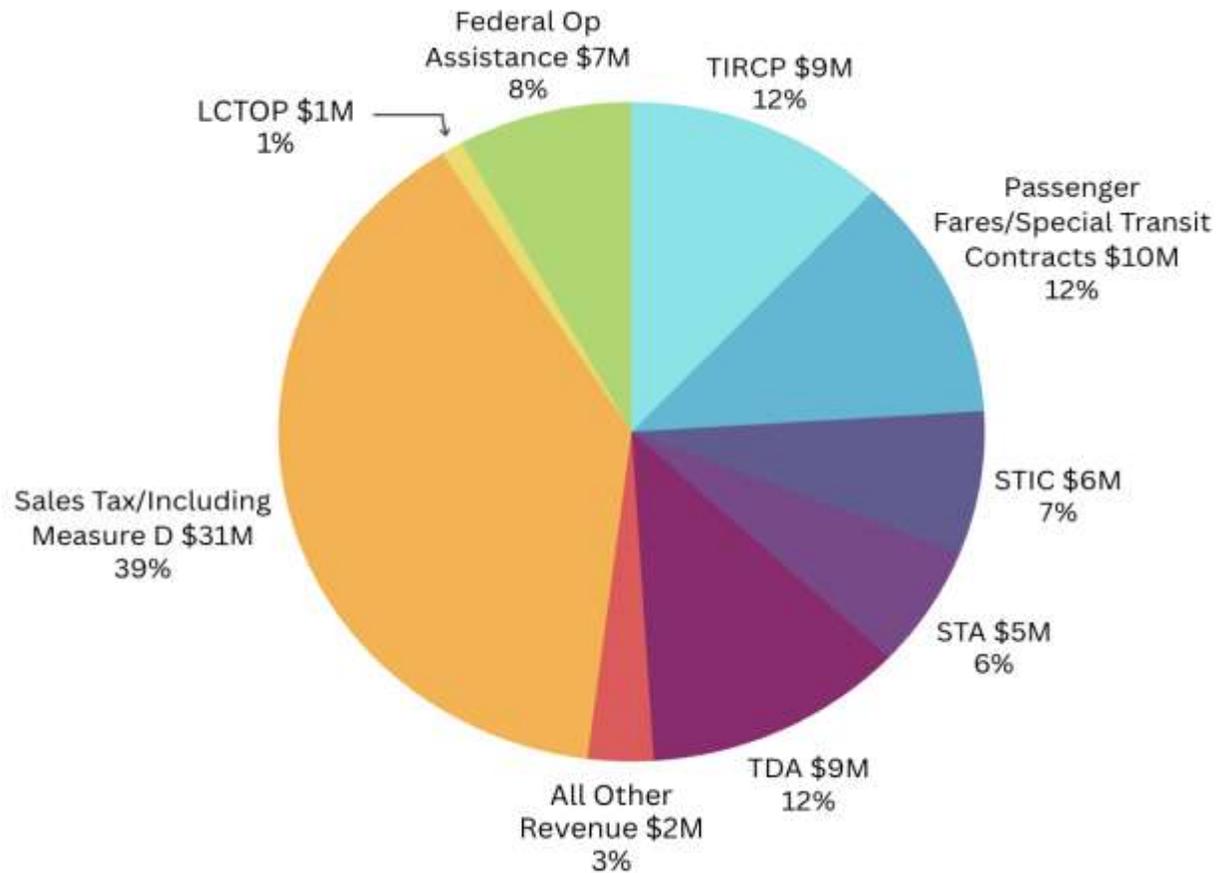
Ridership Stats

- In FY25, there were **4.7 million total boardings**.
- A 22% increase over the year prior and a 43% increase since the Reimagine METRO service changes began.
- There were 1.5 million more boardings on METRO buses in FY25 compared to before Reimagine METRO.
- Total ridership ended FY25 at 94% of pre-COVID levels.
 - On pace to end FY26 at 10% above pre-COVID levels.



Operating Expenses/Funding

FY26 FINAL BUDGET INCOME-FUNDING SOURCE*

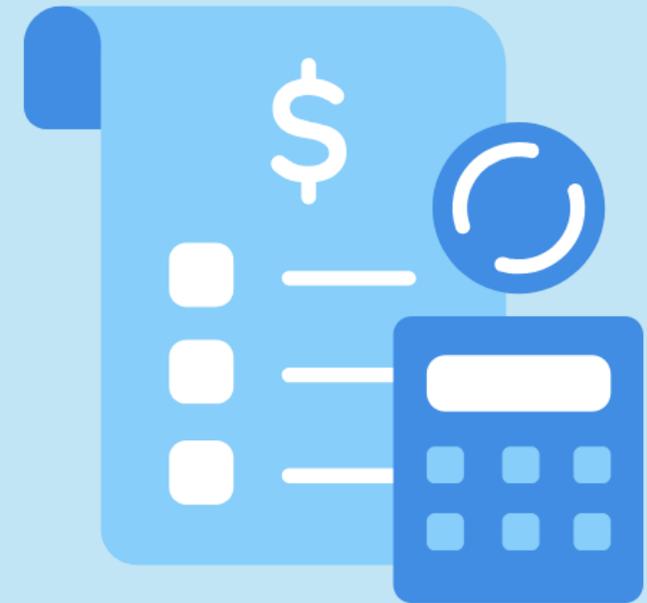


- METRO publishes a yearly budget and independent audit to ensure transparency.
- Fare revenue only covers 12% of operating budget.
- In FY2025, about 50% of operating and nearly all capital funding came from grants.
- METRO uses both formula and competitive grants to support operations and capital projects.
- METRO receives 16% of Santa Cruz County’s Measure D (combined with Measure G 1979) transportation sales tax revenues, helping fund local transit service and improvements.
- Sales tax revenue accounts for about 40% of operating revenues.
- TIRCP is a one-time operating grant expiring in 2027.

*\$ and % shown are rounded up for clarity \$ in millions Total operating budget : \$79M

Budget Shortfall

- **Unreliable external funding:** State/federal funding is scarce and unpredictable, and key grant support tied to recent service improvements ends in 2026.
 - TIRCP (Transit & Intercity Rail Capital Program) for Reimagine METRO is a one-time state grant that will expire early 2027
- **Structural funding gap:** Structural funding gap: Operating costs (wages and benefits, services, materials and supplies) continue to rise while long-term operating and grant revenue is uncertain.
 - METRO is committed to paying adequate wages.
- **Grant mismatch:** Most grant funding is restricted to capital projects, not day-to-day operations
 - 98% of grants are capital, not operating
- **What's at risk without stable operating dollars:** Maintaining clean, safe, reliable, and affordable service—including key community priorities like service for seniors and people with disabilities.



Projects

2023 - 2026

Reimagine METRO: Overview + Goals

- **Launched in late 2022** to rethink where and how often buses run in Santa Cruz County.
- **Goals:** Increase the amount of service; make transit more relevant to community needs; create a network that is useful and attractive for more trips.
- **Community-driven planning:** Developed through a 15-month public process with surveys, meetings, workshops, and outreach at community events.
- **Phased rollout:** First wave implemented December 2023, with additional phases through 2024–2025.
- **Funded** by a one-time state grant that will run out in 2026/2027.



Pre-Reimagine METRO Map



Current Service Map



Item 3 B.

Route 3 splits into service every 60 min from 7th & Brommer to 17th & Portola

Route 3 splits into service every 60 min from 7th & Brommer to 17th & Portola



Santa Cruz METRO
Bus Network Map - December 2025
 Mapa de la red - Diciembre 2025

On a weekday a bus comes every...
 Entre semana el autobús pasa cada...

- **15-20 minutes** / 15-20 minutos
- **30 minutes** / 30 minutos
- **60 minutes** / 60 minutos
- **more than 60 minutes** / más de 60 minutos
- ⋯ **Weekday only** / Solo entre semana
- - - **Weekend only** / Fin de semana
- ⚡ **Route splits into two branches** (e.g. 30 to 60 min) / Ruta que se divide en dos ramales (e.g. 30 a 60 min)

0 1/4 1 2 mi

What's Improved: Frequency + Access + Support

- **Added convenience:** 20-minute or better frequency on popular routes, including 1, 2, 18, and 19, plus new all-day options.
- **More night & weekend service:** Expanded schedules to support trips beyond commute hours.
- **Access is expanding:** 100,000+ residents are within a 10-minute walk of frequent transit service.
- **Rider support:** 86% of riders support METRO's service improvements.
- **Ridership is growing:** Ridership is up 23% since the first wave, and 43% of respondents report riding METRO more often.



What's Improved: Frequency + Access + Support

- **In FY2025**
 - Highway 17 ridership increased 24% (+7,396)
 - Local non-student ridership increased 9%
 - UCSC ridership increased 16% (+100,221)
 - Cabrillo College ridership increased 58% (+21,793)
 - Youth ridership increased 41% over the year prior and has increased 529% since the program began.



Local Highlights



- Route 55 Now Serves Popular Shopping Destination Aptos Village.
 - Responding to another popular request, Route 55 now serves Aptos Village throughout the day.
- Route 73 now serves Capitola Village throughout the day, in addition to Route 55.
- Late night service on Routes 3A and 3B, serving Capitola Mall, 41st Ave and Live Oak.
- Frequent service at Cabrillo College (Routes 1 and 2 both operate every 20 minutes between Santa Cruz and Watsonville).
 - Cabrillo ridership has increased 13% in the last year.
- Saturday and Sunday frequencies that match weekdays on most routes, including Routes 2 and 3.

Youth Cruz Free



529% Youth Ridership Increase

- Groundbreaking program launched in March 2023, allowing youth in grades K-12 to ride METRO for free.
- Provides young people with greater access to education, extracurricular activities, and social opportunities.
- Initially slated to be a one-year pilot program, its success has led to it being extended.
- Funded until March 2027 (via LCTOP* grant) & may be extended.
- In FY25, there were 387,170 youth boardings.
- This was a 41% increase over the year prior, and a 529% increase since the program began.

Programs & Initiatives

- **ZEB Program:** Battery Electric & Hydrogen Buses
- **Rapid Corridors Study:** Engage community members to understand needs and opportunities for improved transit service, amenities, and bicycle and pedestrian facilities.
- **O&M Facility – South County:** Bus storage, maintenance & repairs, fueling infrastructure, and operator/staff support spaces.
- **Natural Disaster & Emergency Response**



Transit Center Redevelopments + Affordable Housing

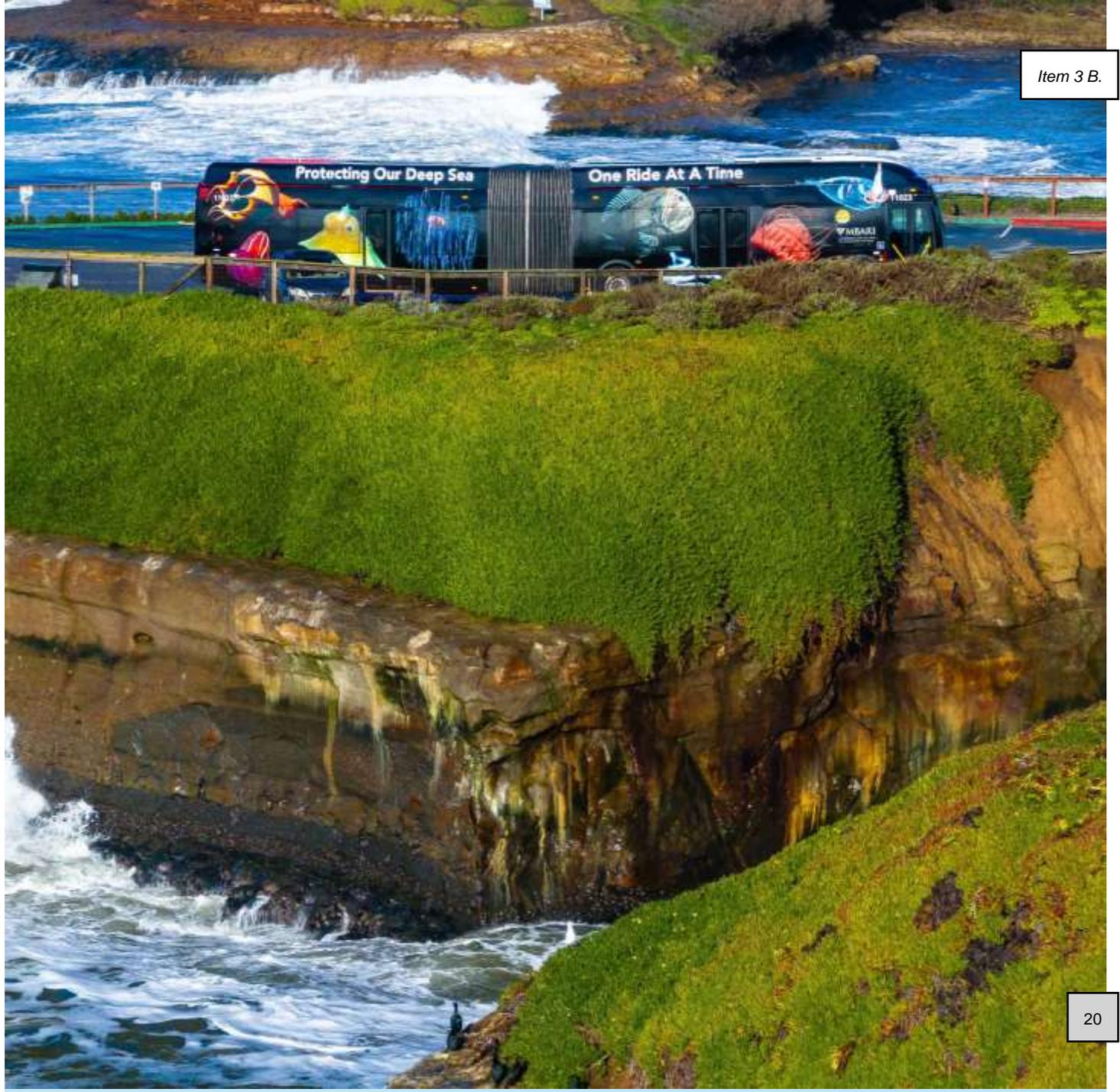
- **Rotkin Transit Center Redevelopment**

- METRO's primary downtown transit hub; being rebuilt into a modern transit center with **126 affordable housing units** in a net-zero, 7-story mixed-use development.
- Funding: \$29.6M AHSC grant, \$20.9M HCD IIG program, \$500K TIRCP funds.
- Timeline: Broke ground Feb 2024; expected completion end of 2026.

- **Watsonville Transit Center Redevelopment**

- Planned redevelopment into a transit-oriented, net-zero project with **79 affordable housing units** above a rebuilt transit center and ticketing office.
- Funding: AMBAG REAP 2.0 (2021) + TIRCP + AHSC
- Supports high-quality transit by enabling two routes with 20-minute frequency between Watsonville and Santa Cruz.





Questions?



Thank You!

Contact: info@scmetro.org



Item 9.A - E-Bike Safety Action Plan

From Matt Miller <matt.miller@ecoact.org>

Date Wed 3/11/2026 4:59 PM

To City Council <citycouncil@ci.capitola.ca.us>

 1 attachment (963 KB)

City of Capitola - Letter of Support E-Bike Safety 3.11.26.docx;

Dear Capitola City Council,

Please find a letter of support for Item 9.A at tomorrow's council meeting.

Thank you for all you do,

Matt Miller (he/him)

Director, Mobility Transformation

Office **831.515.1324**

877 Cedar St. Suite 240, Santa Cruz, CA 95060

letsmodo.org | vamosmodo.org





3/11/26

City of Capitola City Council
420 Capitola Avenue
Capitola, CA 95010
RE: Item 9.A. E-Bike Safety Action Plan

Dear Mayor Morgan and Capitola City Council,

I want to begin by thanking the City of Capitola for its continued attention to community safety and e-bikes. The City's recent enforcement efforts and its interest in strengthening safety education—particularly in partnership with schools—reflect a strong and collaborative approach that balances the excitement, joy, and independence that e-bikes bring with overall community safety.

As the City continues this important work, I encourage you to review the newly released Mineta Transportation Institute report, *Exploring Electric Bicycle Safety Performance Data and Policy Options for California*. This statewide research provides critical context for local decision-making. One of its clearest findings is that many incidents attributed to “e-bikes” involve non-legal, high-powered electric vehicles—often exceeding 750 watts or capable of speeds above 20–28 mph. In fact, counts at Northern California schools show that as few as 12% of devices ridden by youth are legal e-bikes. This means that many of the safety risks communities see are not caused by compliant Class 1–3 e-bikes, but by unregulated or modified devices that fall outside the state's e-bike definitions.

The MTI report also urges caution in policymaking because our current data systems often fail to distinguish between legal e-bikes and illegal devices. This leads to significant data quality gaps that limit our ability to design effective, evidence-based local policy. Improving device classification in crash reports and strengthening data collection statewide are central recommendations from the report and would meaningfully support Capitola's safety efforts. It appears that City of Capitola is already well underway on adding this level of insight and clarity in its data collection and reporting.

Finally, I encourage the City to consider that infrastructure is an indispensable part of the safety equation. The MTI report highlights safe, dedicated bicycle infrastructure as one of the most effective strategies to reduce severe injuries for all riders—youth and adults alike. While education and enforcement remain important, infrastructure investments are the proven foundation of long-term safety outcomes.

Capitola's continued leadership, paired with the findings in the new MTI report, offers an opportunity to pursue policies that (1) distinguish legal ebikes from illegal high powered devices, (2) strengthen data and reporting systems, and (3) integrate infrastructure improvements alongside education and enforcement. This balanced approach will best support safe, sustainable mobility for the Capitola community.

Thank you for your continued work on this issue.

Sincerely,
Matt Miller
Director, Mobility Transformation



[PDF] Public Comment Meeting 3/12/26 Item 9A - E-bike safety

From Paula Bradley <pbradley2004@sbcglobal.net>

Date Wed 3/11/2026 4:24 PM

To City Council <citycouncil@ci.capitola.ca.us>

 1 attachment (210 KB)

CC comment letter CC 3-12-26 E-bikes.pdf;

See attached letter, please confirm receipt, thank you

Paula Bradley (she/her)
P. O. Box 1146 Capitola CA 95010
mobile (831) 345-5482

City Council Meeting 3/12/26, Public Comment - Item 9A - E-Bike Safety Action Plan

Dear Council Members,

Thank you for your efforts to increase safety for all by addressing e-bike safety. As stated in the staff report, e-bikes provide important transportation and mobility benefits, particularly for students traveling to school and short-distance trips within the community. Additionally, the more bike riders, and safer bicycle and pedestrian infrastructure, the fewer vehicle trips overall and the decreased traffic, and parents dropping off and picking up kids at school and other activities. The many health benefits of increased cycling include greater attention and fitness. The education program at New Brighton sounds like a great step.

Like many residents, I frequently witness unsafe walking and riding behavior. Night riding is especially dangerous as I often see pedestrians and cyclists dressed in black, usually only paying attention to their phone, bikes with no lights, riding wrong way, or every which way.

My neighbor was hit and injured by a kid on e-bike while walking his dog in Jade Street Park (not reported). I recently witnessed a kid about 8- or 9-years old riding a tiny e-bike on the sidewalk at 44th Ave and Grace Street. and crossed a driveway (no stop signs for either). He was almost hit and didn't even know it. Luckily the van driver saw him, surprisingly, since the rider wasn't more than 3-feet height like the surrounding walls and shrubs and he was moving much faster than a pedestrian. If I was not driving to an appointment I would have followed him home to talk to his parents. I can't believe a parent would allow their young child to ride a fast bike like that on the public street and unsupervised. This makes the point of how important bike safety education across the board for all ages.

Sincerely, Paula Bradley

Capitola City Council Agenda Report

Meeting: March 12, 2026

From: City Manager Department

Subject: City Council Meeting Minutes



Recommended Action: Approve minutes from the special meeting on February 23, 2026, and the regular meeting on February 26, 2026.

Background: Attached for City Council review and approval are the draft minutes from the special meeting on February 23, 2026, and the regular meeting on February 26, 2026.

Alignment with 2025-2029 Strategic Plan Priority: Accountable Government

Attachments:

1. Special Meeting 2/23/2026
2. Regular Meeting 2/26/2026

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

City of Capitola

Special City Council Meeting Minutes

Monday, February 23, 2026 – 5:30 PM



City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Mayor: Margaux Morgan
Vice Mayor: Gerry Jensen
Council Members: Joe Clarke, Melinda Orbach, Susan Westman

Special Meeting of the Capitola City Council – 5:30 PM

1. Roll Call and Pledge of Allegiance – *The meeting was called to order at 5:30 PM. In attendance: Council Members Clarke, Orbach, Westman, Vice Mayor Jensen, and Mayor Morgan.*

2. Additional Materials

A. *Item 4A - Staff Memorandum with Correction to Table 4 & 6 emails received after publication of the agenda packet.*

3. Oral Communications by Members of the Public

- *Heidy Kellison*
- *Goran Klepic*

The City Council took a recess at 5:37PM due to technical issues. The Council reconvened at 6:06 PM.

4. Public Hearings

A. Capitola Mall and Objective Standards Zoning Code Amendments

Recommended Action: 1) Adopt a resolution amending the General Plan Land Use Element; 2) introduce for first reading, by title only, waiving further reading, an ordinance amending Capitola Municipal Code Title 17: Zoning; and 3) adopt a resolution authorizing submittal to the California Coastal Commission for the certification of an amendment to the Local Coastal Program.

Community and Economic Development Director Herlihy presented the staff report.

The City Council took a recess at 7:42 PM and reconvened at 7:45 PM.

Public Comment:

- ***Speaker***
- ***Rianan Crane***
- ***Daniel Alvarez, NorCal Carpenters Union***
- ***Speaker***
- ***Rafa Sonnenfeld, Santa Cruz YIMBY***
- ***Daya Khunkhun***
- ***Selica Valdez, Unite Here Local 19***
- ***Martha, Unite Here Local 19***
- ***Liz McDade***
- ***Speaker***

- **Janine Roeth**
- **Jamas Gwilliam**
- **Kevin Maguire**

The City Council thanked the public, the Planning Commission, and staff for their efforts on the Zoning Code amendments thus far. Council Member Westman presented the Council with revisions to the Redevelopment Tiers Objective Standards, including changes to Tier 2 to closely mimic Tier 3A with a modification to street setbacks and the size of the hotel development, a reduction in commercial square footage, and converting Tier 3B to Tier 3. The Council expressed a desire for another special meeting to further discuss the topic. The Council requested that staff clarify why objective standards are being applied to the Village and Industrial areas, clarification on rooftop usage for public open space, commercial building height (14 to 18 feet), and bike lanes. The Council also requested that staff evaluate the financial impacts of reducing hotel occupancy from 125 to 120 rooms and reducing commercial square footage. The Council requested that staff discuss the size of the housing units that will be installed on the site.

Motion to continue discussion of the item to a special meeting scheduled for March 16, 2026: Council Member Westman

Second: Vice Mayor Jensen

Voting Yea: Council Member Clarke, Orbach, Westman, Vice Mayor Jensen, Mayor Morgan

5. Adjournment

The meeting adjourned at 8:51 PM. The next regularly scheduled City Council meeting is on February 26, 2026, at 6:00 PM.

Margaux Morgan, Mayor

ATTEST:

Julia Gautho, City Clerk

City of Capitola

City Council Meeting Minutes

Thursday, February 26, 2026 – 6:00 PM



City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Mayor: Margaux Morgan

Vice Mayor: Gerry Jensen

Council Members: Joe Clarke, Melinda Orbach, Susan Westman

Regular Meeting of the Capitola City Council – 6 PM

1. **Roll Call and Pledge of Allegiance** – *The meeting was called to order at 6:00 PM. In attendance: Council Members Clarke, Orbach, Westman, Vice Mayor Jensen, and Mayor Morgan.*
2. **Additions and Deletions to the Agenda** – *None*
3. **Presentations**
 - A. *The Mayor presented a proclamation to the Arukah Project in recognition of their work.*
The Mayor reminded the public and the City Council to adhere to the rules set in the agenda regarding comment duration and procedures for “General Government/Public Hearing” items.
4. **Additional Materials**
 - A. *Item 8A – One email received after publication of the agenda packet.*
 - B. *Item 8B – Four emails received after publication of the agenda packet.*
 - C. *Item 8C – One email received after publication of the agenda packet.*
5. **Oral Communications by Members of the Public**
 - *Goran Klepic*
6. **Staff / City Council Comments**
 - *Public Works Director Kahn provided an update on traffic changes beginning on March 9th occurring on the Stockton Bridge during evaluation of the bridge’s structure.*
 - *Assistant to the City Manager, Chloe Woodmansee, provided an update on the tech issues in the Council Chambers.*
 - *Community and Economic Development Director Herlihy advised the public that the next public meeting on the Capitola Mall Zoning Code Amendments will take place on March 16th at 5:30 PM.*
 - *Police Chief Ryan advised the Council of a recent grant award to be used for digital street signage.*
 - *Council Member Clarke complimented the newly installed benches at the Park at Rispin Mansion.*
 - *Council Member Westman provided updates from a recently attended Senior Advisory Board Meeting.*
 - *Mayor Morgan thanked Vice Mayor Jensen for his efforts on the SCCRTC and commended the RTC on their ribbon cutting event for the newly opened Capitola Avenue Bridge; she*

thanked Director Herlihy for her work on the Special Meeting on Monday, February 23rd; provided comments on a ribbon cutting event attended for El Toro Bravo in the Capitola Village; and provided comments on staff’s efforts to work with business operators in Capitola.

7. Consent Items

- A. City Council Meeting Minutes

Recommended Action: Approve minutes from the regular meeting on February 12, 2026.

Motion to approve the consent calendar: Council Member Orbach

Second: Council Member Clarke

Voting Yea: Council Members Clarke, Orbach, Westman, Vice Mayor Jensen, and Mayor Morgan

8. General Government / Public Hearings

- A. Landscape Plans for the Park at Rispin Mansion

Recommended Action: 1) Approve the updated landscape plan for the Park at Rispin Mansion; 2) provide direction regarding a commemorative paver project at the Park; and 3) authorize staff to negotiate a memorandum of understanding with Capitola Cares to coordinate fundraising efforts for additional elements at the Park.

Council Member Westman recused herself from the item due to a conflict arising from her husband’s participation on the board of Capitola Cares.

Chloe Woodmansee, Assistant to the City Manager, and Michael Arnone, landscaping consultant, presented the staff report.

Public Comment:

- ***Gayle Ortiz, Capitola Cares***

The Council thanked Capitola Cares for their interest in fundraising for this project; discussed the use of artificial turf and natural plantings in the landscape plans; and expressed support for the proposed commemorative pavers.

Motion to approve the landscaping plan; direct staff to develop a commemorative paver program; and authorize staff to negotiate a MOU with Capitola Cares: Council Member Orbach

Second: Council Member Clarke

Voting Yea: Council Members Clarke, Orbach, Vice Mayor Jensen, and Mayor Morgan

Abstain: Council Member Westman

- B. No Right Turn on Red Restrictions: Clares Street/Capitola Road

Recommended Action: Receive a report regarding the “No Right Turn on Red” restrictions for westbound Clares Street to northbound 41st Avenue and westbound Capitola Road to northbound 41st Avenue.

Public Works Director Kahn presented the staff report.

Public Comment:

- ***Clark Cochran***
- ***Paula Bradley***
- ***Speaker***

The City Council discussed how pending road safety improvements on 41st Avenue may impact the discussed intersections. The Council requested that staff return 6 months

after traffic safety improvements are completed on 41st Avenue and re-examine the bike box configuration on Capitola Road.

C. FY 2025-26 Mid-Year Budget Report

Recommended Action: Receive the Fiscal Year 2025-26 Mid-Year Budget Report and adopt a resolution amending the Fiscal Year 2025-26 Budget.

Administrative Services Director Malberg presented the staff report.

Public Comment:

- **Leslie Nielsen**

Motion to adopt Resolution No. 4475: Council Member Westman

Second: Vice Mayor Jensen

Vice Mayor Jensen requested that staff provide clarification on PRA requests and the associated costs. The City Clerk provided a brief summary of requests received this year.

Voting Yea: Council Members Clarke, Orbach, Westman, Vice Mayor Jensen, and Mayor Morgan

9. Adjournment

The meeting adjourned at 8:12 PM. The next regularly scheduled City Council meeting is on March 12, 2026, at 6:00 PM.

Margaux Morgan, Mayor

ATTEST:

Julia Gautho, City Clerk

Capitola City Council

Agenda Report

Meeting: March 12, 2026
From: Administrative Services Department
Subject: Fiscal Year 2026-27 Budget Calendar



Recommended Action: Amend the Budget Calendar for Fiscal Year (FY) 2026-27.

Background: The Capitola Municipal Code requires the City to prepare and disseminate a budget calendar on or before March 1st each fiscal year. The attached draft calendar provides dates for City Council and Finance Advisory Committee meetings to hold budget study sessions, hearings, and other significant budget events. On January 22nd, the Council adopted the FY 2026-27 calendar. Subsequently, staff identified a conflict with Planning Commission meetings scheduled for May 7th and June 4th.

Discussion: Staff has prepared the attached amended Budget Calendar for FY 2026-27. Pursuant to this calendar, the Proposed Budget will be distributed on Friday, April 17, 2026, and the presentation of the draft City Budget is scheduled for a Special Meeting on Wednesday, May 6th. This is a tentative schedule that may be changed as necessary by the City Council. Some meetings may be cancelled if they become unnecessary based on prior sessions.

Fiscal Impact: None

Alignment with 2025-2029 Strategic Plan Priority: Accountable Government

Attachments:

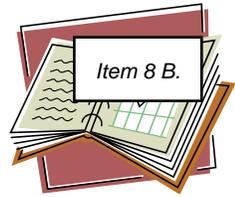
1. FY 2026-27 Draft Budget Calendar

Report Prepared By: Jim Malberg, Administrative Services Director

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

CITY OF CAPITOLA BUDGET CALENDAR – 2026-27 FISCAL YEAR



The City Manager and/or the City Council may change this tentative schedule.

NOTE: Some meetings may be cancelled if they become unnecessary based on prior sessions.

Meeting Date 2026	Week/Day	Nature of Meeting	Description
Feb 26	4 th Thursday	*Regular City Council	Mid-Year Budget Review
March 26	4 th Thursday	*Regular City Council	FY 2026-27 Goal Setting
April 14	2 nd Tuesday	Finance Advisory Committee	Finance Advisory Committee to discuss proposed Budget
April 17	3 rd Friday	N/A	Proposed budget distribution
May 5	1 st Tuesday	Special Finance Advisory Committee	Finance Advisory Committee to discuss proposed Budget and draft recommendations to Council
May 6	1st Wednesday	*Special City Council	Council Deliberations
May 14	2 nd Thursday	Regular City Council	
May 21	3rd Thursday	*Special City Council	Council Deliberations (If necessary)
May 26	4 th Tuesday	Special Finance Advisory Committee	Committee Deliberations, 3 rd qtr. budget vs. actual report
May 28	4 th Thursday	*Regular City Council	
June 3	1st Wednesday	*Special City Council	Council Deliberations (If necessary)
June 11	2 nd Thursday	*Regular City Council	Reports from Finance: Appropriations Limit Resolution and Investment Policy
June 16	3 rd Tuesday	Finance Advisory Committee	Finance Advisory Committee to discuss proposed Budget
June 18	3rd Thursday	*Special City Council	Final City Council Budget deliberations (If necessary)
June 25	4 th Thursday	*Regular City Council	Final Adoption of the City Budget and Pertinent Resolutions

NOTE: **Special** meetings will begin at 6:00 p.m., all Regular meetings begin at 6:00 p.m. Meetings with an asterisk (*) are held in the City Hall Council Chambers and will be televised “Live” on Charter Communications Cable Channel 8. The Finance Advisory Committee Meetings begins at 6:00 pm and are scheduled to be held in the Community Room.

Capitola City Council

Agenda Report



Meeting: March 12, 2026
From: Police Department
Subject: RING Radio System Federal Funding Request

Recommended Action: Authorize the Vice Mayor to send a letter to federal representatives requesting support for funding in the amount of \$5.4 million for the Regional Interoperable Next Generation (RING) Radio System serving Santa Cruz County public safety agencies.

Background: The City of Capitola Police Department participates in the countywide public safety radio communications system serving law enforcement, fire, EMS, dispatch, and emergency management agencies throughout Santa Cruz County. The existing radio infrastructure is aging and no longer meets the operational and coverage needs of public safety personnel.

On December 11, 2025, the Capitola City Council approved the City’s participation in the Regional Interoperable Next Generation (RING) Radio System. The RING Radio System is a countywide initiative designed to replace the existing communications network with a secure, encrypted, interoperable public safety radio system. The upgraded system will:

- Improve officer safety through reliable, uninterrupted communications
- Enhance interoperability between law enforcement, fire, EMS, and allied agencies
- Increase coverage throughout Santa Cruz County, including coastal and mountainous terrain
- Support coordinated response during wildfires, natural disasters, and large-scale emergencies
- Provide long-term sustainability through established regional governance and operational planning

Discussion: Santa Cruz County has requested a total of \$6.6 million in federal funding to assist with capital construction costs associated with implementing the RING Radio System. Local jurisdictions, including the City of Capitola, have demonstrated commitment through participation in regional planning efforts and agreement to long-term operational responsibilities.

Initial requests seek investment in core backbone infrastructure that will help all member and subscriber agencies reduce costs. There are three initial funding streams in development with several others being explored.

Source	Status / Timeline	Amount Requested
UASI (Bay Area DHS grant)	Submitted / January 2026	\$1M
SHSGP	Submitted / February 2026	\$200K annually for 3 years
Community Project Funding / Congressionally Directed Funding	In flight / Due March 6-13* *multiple applications	\$5.4M
		\$6.6M proposed

Federal participation would reduce the financial burden on local agencies and help ensure full countywide implementation of this critical public safety infrastructure project. Staff recommends authorizing the Vice Mayor to send a letter to the federal representatives requesting support of funding for the RING Radio System.

Fiscal Impact: There is no immediate fiscal impact associated with authorizing the Vice Mayor to send the support letter. Long-term operational costs associated with the RING system will be addressed through future budget processes.

Attachments:

1. Letter of Support

Report Prepared By: Pedro Zamora, Police Captain

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager



420 Capitola Avenue
Capitola, California 95010
Telephone: (831) 475-7300
FAX: (831) 479-8879

Website: <http://www.cityofcapitola.org>

March 13, 2026

To:

The Honorable Alex Padilla, United States Senate
The Honorable Adam Schiff, United States Senate
The Honorable Jimmy Panetta, United States House of Representatives
The Honorable Zoe Lofgren, United States House of Representatives

Dear Senators Padilla and Schiff, and Representatives Panetta and Lofgren:

I write on behalf of the Capitola Police Department serving Santa Cruz County to request your support for federal funding for the Regional Interoperable Next Generation (RING) Radio System, a vital upgrade to the region's public safety communications infrastructure.

Officer safety and effective emergency response depend on reliable communications. Santa Cruz County's existing radio system no longer meets operational needs. Agencies frequently experience coverage gaps, dropped signals, and limited interoperability, particularly in rural and mountainous areas. These deficiencies hinder coordination during critical incidents, major disasters, and multi-agency responses.

During emergencies, law enforcement must communicate clearly and instantly—not only within our own agencies, but with fire, EMS, dispatch centers, and emergency management partners. The inability to communicate seamlessly across agencies places officers and the public at unnecessary risk.

The RING Radio System will provide a secure, encrypted, interoperable communications platform that supports modern law enforcement operations while enabling unified response during disasters, wildfires, and large-scale incidents. This system will strengthen situational awareness, improve coordination, and enhance officer safety throughout the county. Local governments have demonstrated strong commitment by completing procurement, establishing regional governance, and assuming responsibility for long-term operating costs.

As a key partner in this project, Capitola Police supports Santa Cruz County's \$5.4 million request to assist with the capital construction of this system. Federal participation would reduce local costs and help assure countywide participation while accelerating delivery of a resilient, interoperable communications network that protects lives and property.



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We respectfully ask for your support in securing federal funding for this project and appreciate your continued leadership and commitment to public safety.

Sincerely,

Gerry Jensen
Vice Mayor, City of Capitola

Capitola City Council

Agenda Report

Meeting: March 12, 2026

From: Police Department

Subject: E-Bike Safety Action Plan



Recommended Action: Receive an update on the City's e-Bike Safety Action Plan, including recent legislative outreach and the development of an e-bike permit program at New Brighton Middle School, and provide feedback on next steps.

Background: In April 2025, the City Council received a report regarding e-bike safety initiatives and directed the Mayor to sign a letter to State legislators outlining potential legislative changes to improve e-bike safety. Since that time, staff has continued implementing and refining a coordinated e-bike Safety Action Plan that focuses on education, partnerships, enforcement, and legislative advocacy.

E-bikes continue to provide important transportation and mobility benefits, particularly for students traveling to school and short-distance trips within the community. At the same time, increased use (especially among middle school-aged riders) has underscored the importance of ensuring that riders understand applicable traffic laws, operate legal equipment, and ride safely within the community.

As mentioned in April, under California law, e-bikes are limited to motors of 750 watts or less and are divided into three different categories, or Classes, as follows:

Class 1 = Pedal assist to up to a maximum of 20 mph

Class 2 = Throttle and pedal assist to up to a maximum of 20 mph

Class 3 = Pedal assist up to a maximum of 28 mph. Must be 16 years of age or older.

There are no minimum age requirements for Class 1 or 2 e-bikes.

Discussion: *Legislative Outreach*

Following City Council direction, the City shared its legislative priorities related to youth e-bike safety with staff for State representatives Dawn Addis and Gail Pellerin, as well as State Senator John Laird. These priorities focused on improving safety outcomes and establishing clearer expectations for youth riders across California.

The City's recommendations included establishing a minimum age of 14 for operation of Class 2 e-bikes, creating a written test and permit requirement administered by the Department of Motor Vehicles for riders under 16, and encouraging integration of traffic safety education into school curricula. Staff will continue to monitor legislative developments and engage with regional and state partners as additional policy proposals are considered.

New Brighton Middle School E-Bike Permit Program

As part of the City's e-Bike Safety Action Plan, staff is preparing to launch a pilot e-bike permit program in partnership with New Brighton Middle School (NBMS). The program is intended to help ensure that E-bikes brought to school and stored in the campus bike parking area comply with state law and are age appropriate for middle school-aged riders.

Under the program, students who ride an e-bike to school will participate in a brief safety orientation and register their bicycle with the school. The process will include verification that the e-bike meets legal requirements for youth riders, including that it falls within Class 1 or Class 2 specifications. Bikes that meet these requirements will receive a permit identifying them as approved for use and parking at the school. As a component of the partnership, the City intends to provide funding for permit stickers.

The program is intended to improve awareness among students and families regarding legal e-bike classifications and safe riding practices while reinforcing the educational efforts already underway at the school. Staff will work closely with school administration and parents during implementation and will evaluate the pilot program over the upcoming school year.

This spring, Santa Cruz City Schools will pilot an e-bike parking permit requirement at Branciforte and Mission Hill Middle Schools. This program would require students who park e-bikes at the schools to attend a safety course to receive an e-bike parking permit. Permits would only be issued to street legal e-bikes.

Education and Outreach

Education remains a central component of the City's e-Bike Safety Action Plan. The Capitola Police Department continues to provide annual safety presentations to students at New Brighton Middle School, focusing on rules of the road, helmet use, and safe riding behavior. The City also continues community outreach efforts aimed at increasing awareness among students, parents, and residents about safe and lawful e-bike operation.

These efforts are intended to promote long-term safety awareness and help reduce unsafe riding behaviors through early education and consistent messaging.

Enforcement and Monitoring

The Capitola Police Department continues targeted enforcement efforts related to e-bike safety, particularly during the school year and in areas where youth riders are most active. Enforcement focuses on helmet compliance, adherence to traffic control devices, safe riding practices, and identification of electric motorcycles or other devices that do not meet the legal definition of an e-bike.

In addition, the Police Department has begun using an e-bike specific code when documenting traffic incidents involving e-bikes. This will allow the City to better track trends over time and evaluate the effectiveness of the City's safety initiatives.

Over the last 14 months, the City has issued nine e-bike related citations and documented eight e-bike related traffic accidents. During this same time frame, PD has also documented eight "traditional" bike incidents. Data collection has been a challenge for these types of incidents and staff is exploring other ways to capture data while in the process of transitioning to a newer records management system.

Next Steps: Staff will continue implementing the e-Bike Safety Action Plan and will monitor the effectiveness of the NBMS permit pilot program, ongoing educational efforts, and enforcement activities. As additional information becomes available, including additional incident data and feedback from the school community, staff will return to City Council with updates and any potential adjustments to the program.

Fiscal Impact: Costs associated with the City's ongoing e-bike safety initiatives are included in the adopted FY 2025–26 Budget. Costs for E-bike permit stickers can be funded with the existing Police Department supplies budget.

Attachments:

1. April 2025 Letter to State Representatives

Report Prepared By: Sarah Ryan, Chief of Police

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager



The Honorable Dawn Addis
1021 O Street
Suite 4120
P.O. Box 942849
Sacramento, CA 94249

April 10, 2025

SUBJECT: E-Bike Safety for Youth

Dear Assemblymember Addis,

As Mayor of the City of Capitola, I am writing on behalf of our City to share concerns and recommendations regarding the regulation of electric bicycles (e-bikes). While we work diligently to enforce existing regulations at the local level, it is clear that these rules have not kept pace with advancements in e-bike technology and the rapid expansion of their use, particularly among our community's children and youth.

As you know, Capitola is a small coastal town with a footprint of just two square miles. Like many smaller cities, we face significant challenges in developing and enforcing a local regulatory framework to adequately address the complexities of e-bike use. A patchwork of local ordinances would not only be confusing to residents and visitors but it would also be difficult to enforce and be inconsistent with regional mobility patterns.

For this reason, we are urging the California Legislature to take the lead in establishing statewide e-bike regulations that prioritize safety while preserving the accessibility and environmental benefits of e-bike transportation. Below are three proposals we believe would have the most meaningful impact:

- 1. Establish a minimum age of 14 for Class 2 e-bikes:** Class 2 bikes have a throttle and require no user pedaling input. Based on observations of rider behavior, the availability of a throttle on the Class 2 e-bikes can lead to less rider engagement and greater overall risk. Currently, there is no minimum age to ride a Class 2 e-bike. The minimum age to ride a Class 3 e-bike (assist up to 28 mph) is 16.
- 2. Establish a written test/permit program provided by the DMV, online, or other entity, for users less than 16 years old to use Class 2 e-bikes:** Currently, there is no test or permit required for use of an e-bike for any age/person.
- 3. Require traffic safety education as essential core curriculum for schools:** In some other countries traffic safety education is integrated into school curriculum and community practices. In the US, drivers education is the only required traffic training and it's for people to drive a car, but comprehensive education on how to be a pedestrian, a bike rider, a transit user, etc. are relegated to elective educational opportunities.



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We have reviewed these proposals for local and national bike advocacy groups, and we believe each of these proposals reflect a balanced approach—one that supports the benefits of e-bikes for sustainable transportation while addressing the very real safety concerns that are rising in communities like Capitola.

I welcome the opportunity to bring a resolution to the Capitola City Council in support of any legislation that advances these goals and would be happy to further discuss these ideas with your office.

Thank you for your leadership and for your attention to this important issue.

In partnership,

Joe Clarke, Mayor
City of Capitola



E-BIKES SAFETY ACTION PLAN

March 12, 2026

Overview

Receive an update on City's E-bike Safety Action Plan, including legislative outreach and the development of an E-bike permit program at New Brighton Middle School, and provide feedback on next steps.



Legislative Outreach

In April 2025 Mayor sent letter of support for proposed State legislation to improve E-bike safety focused on:

- A minimum age of 14 for the operation of Class 2 E-bikes
- Create a written test and permit requirement administered by the Department of Motor Vehicles for riders under 16
- Encourage the integration of traffic safety education into school curriculum.



CLASS 1

CLASS 2

CLASS 3

Pedal Assist	✓	✓	✓
Throttle		✓	
Max Speed	20 mph	20 mph	28 mph

Safety Concerns

Class 2

- No age restriction
- Throttle + speed = *potentially less rider engagement*

Class 3

- Age restricted to 16+

Safety Concerns:

- No permit or test required for any Class ebike
- Local regulation is challenging, given Capitola's size

Capitola PD Initiatives

Education & Outreach:

- New Brighton Middle School E-bike Permit Program Partnership between CPD & NBMS to ensure E-bikes brought to school and stored on campus comply with state law and are age appropriate
- Annual presentation at New Brighton Middle School
- Social media safety campaigns
- Multi Service Officer (MSO) embedded in the school to build relationships with students and staff



Capitola PD Enforcement

January 2025- March 2026

- 8 E-bike related traffic accidents
- 9 E-bike related Citations issued
- 8 “traditional” bike incidents

*PD is exploring other ways to capture data while we transition to nw records management system.



Next Steps

- Staff will continue to implement E-bike Safety Action Plan and support partnership with NBMS pilot permit program
- Regular updates to City Council, this effort does not resolve itself as a continuous influx of students move through middle school.



QUESTIONS??

Capitola City Council

Agenda Report

Meeting: March 12, 2026

From: Public Works Department

Subject: Capitola Active Transportation Plan Technical Consultant



Recommended Action: Authorize the City Manager to execute a professional services agreement with Fehr & Peers in an amount not to exceed \$145,000 to provide technical consultant services for development of the Capitola Active Transportation Plan (ATP).

Background: The City of Capitola was awarded a California Department of Transportation (Caltrans) Sustainable Transportation Planning Grant to prepare its first Active Transportation Plan (ATP). The ATP will establish a comprehensive framework to improve walking and bicycling safety, connectivity, accessibility, and climate resilience Citywide while supporting future grant competitiveness and capital improvement programming.

The City is responsible for overall project management and technical coordination. Ecology Action, a co-applicant on the grant, is supporting outreach, engagement logistics, and plan development coordination. A technical consultant is required to perform facility inventory, data analysis, network development, and preparation of project recommendations informed by community input.

A Request for Proposals (RFP) for technical consultant services was released in accordance with State procurement requirements. Proposals were received and evaluated by a selection panel consisting of City staff and project partners. Interviews were conducted with the highest-ranked firms.

Following evaluation of written proposals and interviews, staff recommends awarding the agreement to Fehr & Peers, whose proposal demonstrated a strong understanding of Capitola's mobility context and a balanced approach to identifying barriers, developing a connected network, and preparing defensible project recommendations and prioritization.

Discussion: Fehr & Peers will provide technical planning and analytical services necessary to support development of the ATP. Key responsibilities include:

- Inventory and mapping of existing bicycle and pedestrian facilities
- Safety and collision analysis
- Identification of barriers and connectivity gaps
- Level of Traffic Stress and comfort analysis for pedestrians and bicyclists
- Development of a connected active transportation network
- Preparation of project recommendations and prioritization framework
- Development of planning-level cost estimates and implementation guidance
- Coordination with City staff and Ecology Action to integrate community feedback into technical recommendations

The consultant's work will directly support translation of community-identified needs into specific, fundable projects and will provide tools that can be used to support future grant applications and capital improvement programming. The effort will also build upon existing corridor studies, recent capital projects, and available safety and mobility data to identify cohesive network opportunities, address known and emerging barriers, and ensure recommendations are responsive to ongoing City initiatives.

Community Engagement

Community outreach will be led by Ecology Action in coordination with the City and the technical consultant. The outreach approach is documented in the project Engagement Plan, which outlines a multi-phase strategy including pop-up events, focus groups, public meetings, an interactive online map, and Technical Advisory Committee meetings.

The engagement process is intended to be adaptive and responsive to participation levels and community feedback. Outreach strategies may be refined over time to address identified gaps and ensure broad representation.

The outreach plan intentionally does not publicly identify individual participants by name in order to protect privacy while still ensuring meaningful participation from targeted stakeholder groups. The draft Engagement Plan was reviewed by an ad hoc committee (composed of Council Members Clarke and Jensen) and informed by initial feedback. Engagement findings will directly inform development of project recommendations and prioritization.

Staff will provide Council with a schedule of public outreach events once engagement logistics and event timing are finalized.

A Council update is anticipated at the conclusion of Phase 2, when draft network recommendations and prioritization concepts are developed. This timing allows Council to review project direction prior to preparation of the full draft plan. An additional Council review will occur prior to final plan consideration and adoption.

Project Schedule and Next Steps

The overall project is anticipated to extend through approximately early 2028 and will generally proceed as follows:

- Phase 1 – Existing Conditions and Needs Identification (Spring–Summer 2026)
Facility inventory, safety analysis, barrier identification, and initial outreach.
- Phase 2 – Draft Network and Prioritization (2027)
Development of draft recommendations, prioritization framework, and continued engagement.
- Phase 3 – Draft Plan and Adoption (Late 2027–Early 2028)
Preparation of the draft ATP, public review, refinement, and Council consideration.

Next steps following contract execution include project kickoff, refinement of the detailed work program, launch of the project webpage and engagement activities, and initiation of data collection and existing conditions analysis.

Fiscal Impact: The technical consultant contract will be funded through the Caltrans Sustainable Transportation Planning Grant. The recommended agreement amount is \$145,000, which is fully funded through the grant and within the approved project budget. Costs identified in the top three responses to the RFP ranged from \$129,000 - \$155,000, though the scope of work for each proposal varied.

No additional General Fund impact is anticipated beyond previously programmed staff time for project management and coordination.

Attachments:

1. Professional Services Agreement — Fehr & Peers
2. Engagement Plan — Capitola Active Transportation Plan

Alignment with 2025-2029 Strategic Plan Priority: Accountable Government; Attainable Housing; Community Safety; Healthy Families, Community, and Environment; Sustainable Infrastructure

Report Prepared By: Jessica Kahn, P.E., Public Works Director

Reviewed By: Julia Gautho, City Clerk; Marc Tran, City Attorney

Approved By: Jamie Goldstein, City Manager

CITY OF CAPITOLA
PROFESSIONAL SERVICES AGREEMENT
 Capitola Active Transportation Plan
 Fehr & Peers

THIS AGREEMENT is entered into on March 12, 2029, by and between the City of Capitola, a Municipal Corporation, hereinafter called "City" and Fehr & Peers, hereinafter called "Consultant".

WHEREAS, City desires certain services described in Appendix One and Consultant is capable of providing and desires to provide these services;

NOW, THEREFORE, City and Consultant for the consideration and upon the terms and conditions hereinafter specified agree as follows:

SECTION 1
Scope of Services

The services to be performed under this Agreement are for economic consulting services and further detailed in Appendix One.

SECTION 2
Duties of Consultant

All work performed by Consultant, or under its direction, shall be sufficient to satisfy the City's objectives for entering into this Agreement and shall be rendered in accordance with the generally accepted practices, and to the standards of, Consultant's profession.

Consultant shall not undertake any work beyond the scope of work set forth in Appendix One unless such additional work is approved in advance and in writing by City. The cost of such additional work shall be reimbursed to Consultant by City on the same basis as provided for in Section 4.

If, in the prosecution of the work, it is necessary to conduct field operations, security and safety of the job site will be the Consultant's responsibility excluding, nevertheless, the security and safety of any facility of City within the job site which is not under the Consultant's control.

Consultant shall meet with Community Development Director, called "Director," or other City personnel, or third parties as necessary, on all matters connected with carrying out of Consultant's services described in Appendix One. Such meetings shall be held at the request of either party hereto. Review and City approval of completed work shall be obtained monthly, or at such intervals as may be mutually agreed upon, during the course of this work.

SECTION 3
Duties of the City

City shall make available to Consultant all data and information in the City's possession which City deems necessary to the preparation and execution of the work, and City shall actively aid and assist Consultant in obtaining such information from other agencies and individuals as necessary.

The Director may authorize a staff person to serve as his or her representative for conferring with Consultant relative to Consultant's services. The work in progress hereunder shall be reviewed from time to time by City at the discretion of City or upon the request of Consultant. If the work is satisfactory, it will be approved. If the work is not satisfactory, City will inform Consultant of the changes or revisions necessary to secure approval.

SECTION 4

Fees and Payment

Payment for the Consultant's services shall be made upon a schedule and within the limit, or limits shown, upon Appendix Two. Such payment shall be considered the full compensation for all personnel, materials, supplies, and equipment used by Consultant in carrying out the work. If Consultant is compensated on an hourly basis, Consultant shall track the number of hours Consultant, and each of Consultant's employees, has worked under this Agreement during each fiscal year (July 1 through June 30) and Consultant shall immediately notify City if the number of hours worked during any fiscal year by any of Consultant's employees reaches 900 hours. In addition, each invoice submitted by Consultant to City shall specify the number of hours to date Consultant, and each of Consultant's employees, has worked under this Agreement during the current fiscal year.

SECTION 5 Changes in Work

City may order major changes in scope or character of the work, either decreasing or increasing the scope of Consultant's services. No changes in the Scope of Work as described in Appendix One shall be made without the City's written approval. Any change requiring compensation in excess of the sum specified in Appendix Two shall be approved in advance in writing by the City.

SECTION 6 Time of Beginning and Schedule for Completion

This Agreement will become effective when signed by both parties and will terminate on the earlier of:

- The date Consultant completes the services required by this Agreement, as agreed by the City; or
- The date either party terminates the Agreement as provided below.

Work shall begin on or about August 26, 2019.

In the event that major changes are ordered or Consultant is delayed in performance of its services by circumstances beyond its control, the City will grant Consultant a reasonable adjustment in the schedule for completion provided that to do so would not frustrate the City's objective for entering into this Agreement. Consultant must submit all claims for adjustments to City within thirty calendar days of the time of occurrence of circumstances necessitating the adjustment.

SECTION 7 Termination

City shall have the right to terminate this Agreement at any time upon giving ten days written notice to Consultant. Consultant may terminate this Agreement upon written notice to City should the City fail to fulfill its duties as set forth in this Agreement. In the event of termination, City shall pay the Consultant for all services performed and accepted under this Agreement up to the date of termination.

SECTION 8

Insurance

Consultant shall procure and maintain for the duration of the contract and for **1** years thereafter, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, or employees.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 0001).
2. Insurance Services office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California, and Employer's Liability Insurance.
4. Professional (Errors and Omissions) Liability insurance appropriate to the consultant's profession. Architects' and engineers' coverage shall include contractual liability.

Minimum Limits of Insurance

Consultant shall maintain limits no less than:

- | | |
|--|--|
| 1. General Liability:
(including operations, products and completed operations) | \$1,000,000 per occurrence and \$2,000,000 in aggregate (including operations, for bodily injury, personal and property damage). |
| 2. Automobile Liability: | \$1,000,000 per accident for bodily injury and property damage. |
| 3. Employer's Liability Insurance | \$1,000,000 per accident for bodily injury and property damage. |
| 4. Errors and Omissions Liability:
Limits | \$1,000,000 per claim and \$2,000,000 in the aggregate. |

Other Insurance Provisions

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City of Capitola, its officers, officials, employees and volunteers are to be covered as additional insured's as respects: liability arising out of work or operations performed by or on behalf of the Consultant or automobiles owned, leased, hired or borrowed by the Consultant.
2. For any claims related to this project, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled except after prior written notice has been given to the City.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

Waiver of Subrogation

Contractor hereby agrees to waive rights of subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. **The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City of Capitola** for all work performed by the Contractor, its employees, agents and subcontractors.

Verification of Coverage

Consultant shall furnish the City with original certificates and amendatory endorsements affecting coverage by this clause. The endorsements should be on forms provided by the City or on other than the City's forms provided those endorsements conform to City requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

SECTION 9 Indemnification

For General Services: To the fullest extent permitted by law, Consultant agrees to indemnify, defend, and hold harmless the City, its directors, officers, employees from and against any and all claims, demands, actions, liabilities, damages, judgments, or expenses (including attorneys' fees and costs) arising from the acts or omissions of Consultant's employees or agents in any way related to the obligations or in the performance of services under this Agreement, except for design professional services as defined in Civil Code § 2782.8, and except where caused by the sole or active negligence, or willful misconduct of the City.

For Design Professional Services under Civil Code §2782.8: To the fullest extent permitted by law, Consultant agrees to indemnify, defend, and hold harmless the City, its directors, officers, and employees from and against any and all claims, demands, actions, liabilities, damages, or expenses (including attorneys' fees and costs) arising from the negligence, recklessness, or willful misconduct of the Consultant, Consultant's employees, or agents in any way related to the obligations or in the performance of design professional services under this Agreement as defined in Civil Code §2782.8, except where caused by the sole or active negligence, or willful misconduct of the City. The costs to defend charged to the Consultant relating to design professional services shall not exceed the Consultant's proportionate percentage of fault per Civil Code §2782.8 and against all claims, damages, losses, and expenses including attorney fees arising out of the performance of the work described herein, caused in whole or in part by any negligent act or omission of the Consultant, Consultant's employees, agents or subcontractors, except where caused by the active negligence, sole negligence, or willful misconduct of the City.

SECTION 10
Civil Rights Compliance/Equal Opportunity Assurance

Every supplier of materials and services and all consultants doing business with the City of Capitola shall be in compliance with the applicable provisions of the Americans with Disabilities Act of 1990, and shall be an equal opportunity employer as defined by Title VII of the Civil Rights Act of 1964 and including the California Fair Employment and Housing Act of 1980. As such, consultant shall not discriminate against any person on the basis of race, religious creed, color, national origin, ancestry, disability, medical condition, marital status, age or sex with respect to hiring, application for employment, tenure or terms and conditions of employment. Consultant agrees to abide by all of the foregoing statutes and regulations.

SECTION 11
Legal Action/Attorneys' Fees

If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees in addition to any other relief to which he or she may be entitled. The laws of the State of California shall govern all matters relating to the validity, interpretation, and effect of this Agreement and any authorized or alleged changes, the performance of any of its terms, as well as the rights and obligations of Consultant and the City.

SECTION 12
Assignment

This Agreement shall not be assigned without first obtaining the express written consent of the Director after approval of the City Council.

SECTION 13
Amendments

This Agreement may not be amended in any respect except by way of a written instrument which expressly references and identifies this particular Agreement, which expressly states that its purpose is to amend this particular Agreement, and which is duly executed by the City and Consultant. Consultant acknowledges that no such amendment shall be effective until approved and authorized by the City Council, or an officer of the City when the City Council may from time to time empower an officer of the City to approve and authorize such amendments. No representative of the City is authorized to obligate the City to pay the cost or value of services beyond the scope of services set forth in Appendix Two. Such

authority is retained solely by the City Council. Unless expressly authorized by the City Council, Consultant's compensation shall be limited to that set forth in Appendix Two.

SECTION 14 Miscellaneous Provisions

1. *Project Manager.* Director reserves the right to approve the project manager assigned by Consultant to said work. No change in assignment may occur without prior written approval of the City.

2. *Consultant Service.* Consultant is employed to render professional services only and any payments made to Consultant are compensation solely for such professional services.

3. *Licensure.* Consultant warrants that he or she has complied with any and all applicable governmental licensing requirements.

4. *Other Agreements.* This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter, and no other agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.

5. *City Property.* Upon payment for the work performed, or portion thereof, all drawings, specifications, records, or other documents generated by Consultant pursuant to this Agreement are, and shall remain, the property of the City whether the project for which they are made is executed or not. The Consultant shall be permitted to retain copies, including reproducible copies, of drawings and specifications for information and reference in connection with the City's use and/or occupancy of the project. The drawings, specifications, records, documents, and Consultant's other work product shall not be used by the Consultant on other projects, except by agreement in writing and with appropriate compensation to the City.

6. *Consultant's Records.* Consultant shall maintain accurate accounting records and other written documentation pertaining to the costs incurred for this project. Such records and documentation shall be kept available at Consultant's office during the period of this Agreement, and after the term of this Agreement for a period of three years from the date of the final City payment for Consultant's services.

7. *Independent Contractor.* In the performance of its work, it is expressly understood that Consultant, including Consultant's agents, servants, employees, and subcontractors, is an independent contractor solely responsible for its acts and omissions, and Consultant shall not be considered an employee of the City for any purpose.

8. *Conflicts of Interest.* Consultant stipulates that corporately or individually, its firm, its employees and subcontractors have no financial interest in either the success or failure of any project which is, or may be, dependent on the results of the Consultant's work product prepared pursuant to this Agreement.

9. *Notices.* All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given and fully received when made in writing and deposited in the United States mail, certified and postage prepaid, and addressed to the respective parties as follows:

CITY
CITY OF CAPITOLA
420 Capitola Avenue
Capitola, CA 95010
831-475-7300

CONSULTANT

By: _____
Benjamin Goldstein, City Manager

By: _____

Dated: _____

Dated: _____

Approved as to Form:

Samantha Zutler, City Attorney

APPENDIX ONE
Scope of Services

Proposed Scope of Work

Task 1. Existing Conditions

Task 1.1. Literature Review

To establish a project baseline and ensure the ATP is consistent with existing planning efforts, we will review relevant plans and policies from the state, regional, and local level to confirm the data and active transportation policies/priorities. Such plans include, but are not limited to:

- Capitola Local Roadway Safety Plan (LRSP) (Draft expected Feb 2026)
- Complete Streets Safety Assessment, Capitola (2024)
- Capitola Local Coastal Program (2025)
- Capitola Bicycle Transportation Plan (2011)
- Capitola Climate Action Plan (2015)
- Capitola General Plan (2014, updated 2019)
- County of Safety Action Plan (Draft expected Spring 2026)
- County of Santa Cruz Active Transportation Plan (2022)
- Santa Cruz County Regional Transportation Commission (SCCRTC) Regional Transportation Plan 2050 (Draft January 2026)
- Caltrans D5 Active Transportation Plan (2021)
- Caltrans Design Information Bulletin 94 (2024)
- Toward an Active California, State Bike and Pedestrian Plan (2017)

Task 1.2. Facilities Inventory

To document and understand existing conditions for people walking, biking, and rolling in Capitola, we will map existing conditions including the following:

EXISTING FACILITIES AND INFRASTRUCTURE

We will prepare maps highlighting existing and planned pedestrian and bicycle infrastructure in Capitola. Maps will capture planned projects

including Bay Street, 41st Avenue, and projects listed in the forthcoming LRSP. These maps will serve as a baseline for identifying gaps, prioritizing improvements, and supporting strategies that enhance connectivity and safety for active transportation users.

KEY DESTINATIONS

We will identify and map key destinations including parks, schools, shopping centers, community centers, and transit facilities.

BICYCLE AND PEDESTRIAN SAFETY

Safety is a necessary precondition for a sustainable transport future. We will conduct a high-level safety evaluation using crash data from the recent LRSP with a focus on bicycle and pedestrian crashes. We will explore common trends involving bicycle and pedestrian crashes, including understanding trends by key roadways within the City, and concentrations near key destinations such as downtowns, schools, and shopping centers. We will identify any relationships between locations with high crash concentrations and key pedestrian and bicycle destinations such as schools, transit stops, and parks.

HEALTH AND EQUITY

Our project team will evaluate health data by identifying areas in the city where investing in active transportation facilities could enhance connectivity to affordable housing, transit, healthy food, medical care, and green spaces, thereby increasing public health. We will overlay data sources such as the Healthy Places Index and CalEnviroScreen with other equity indicators from Census data such as income, poverty, and access to vehicles. If available, we will also consider RTC's new equity priority communities designations.

Task 1.3. Data Collection

Fehr & Peers will compile the following datasets, which will form the foundation for all subsequent analyses. We've designed a simple and efficient analysis approach to allow the project team to focus our efforts on helping identify practical, implementable projects that meaningfully improve active transportation connectivity. These data listed below can be helpful in supplementing existing OSM used as the baseline for analysis and mapping to better capture local conditions. We will assemble these datasets from available countywide sources and supplement, as needed, with reasonable assumptions or publicly available data to ensure completeness for the proposed analysis.

Dataset	LTS	Potential Risk Analysis	Connectivity
Functional classification		✓	
Number of lanes	✓	✓	
Posted speed limits	✓	✓	
Observed speed data	✓	✓	
Intersection traffic controls	✓	✓	
Presence of medians	✓	✓	
Traffic volumes	✓	✓	
High Injury Network		✓	
Pedestrian and bicycle crashes		✓	
Existing and planned bicycle infrastructure	✓	✓	✓
Existing and planned pedestrian infrastructure	✓	✓	✓
Transit routes, stops, and plans		✓	✓
BCycle Use		✓	✓
Land use data, such as <ul style="list-style-type: none"> • Multifamily housing • Schools • Parks • Senior facilities • Retail destinations • Key government services 		✓	✓
Health data, such as: <ul style="list-style-type: none"> • Pollution exposure • Access to key services and resources • Income • Tree canopy cover 			✓

Big Data

Big Data can help provide additional nuance about travel behavior including seasonal variation in active transportation use and better understand trip origins and destination and overall active transportation demand. We understand that school bike and e-bike use makes up a large portion of school commute mode share. Big Data can help to supplement traditional counts by providing additional information about travel modes, origins and destinations, and user demographics.

Fehr & Peers has experience with many different Big Data providers. We recommend using Azira along the coast line and within Downtown to capture recreational trips and understand differences in travel behavior during off-peak and peak visitor season. We also recommend Replica to identify citywide vehicle, pedestrian, and bicycle trends. This would not only inform where people are going and coming from but help to build up the risk analysis by highlighting streets that may have potentially higher crash exposure or potential for mode shift. We have set aside \$1,200 to purchase Big Data.

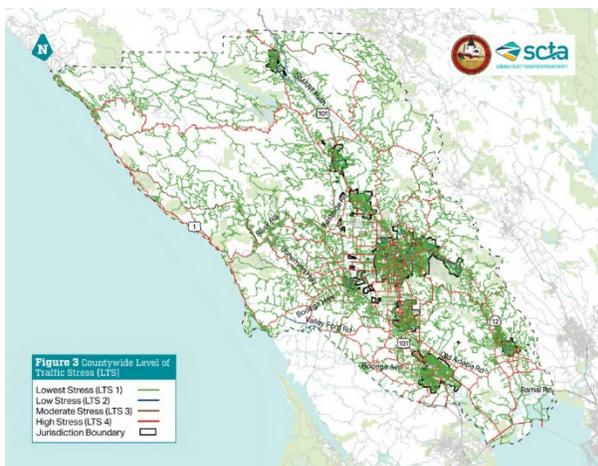


Figure 6 LTS Analysis from the Sonoma Countywide ATP, which also included ATPs for individual cities that previously didn't have them.

Task 1.4. Interactive Public Feedback Map

Fehr & Peers will host an interactive webmap to collect community feedback on key destinations, travel modes, safety concerns, and barriers to active transportation travel. The feedback from the webmap will support data findings from **Tasks 1.2** and **1.3**.

Task 1.5. Existing Conditions

All analysis completed in this task will be summarized in a presentation slide deck that illustrates key findings from bicycle and pedestrian crash analysis and bicycle and pedestrian facilities inventory. We recommend using presentation formats rather than technical memorandums so that City staff and the project team have a cohesive, easy-to-share set of project materials that can support meetings, discussions, and engagement throughout the project.

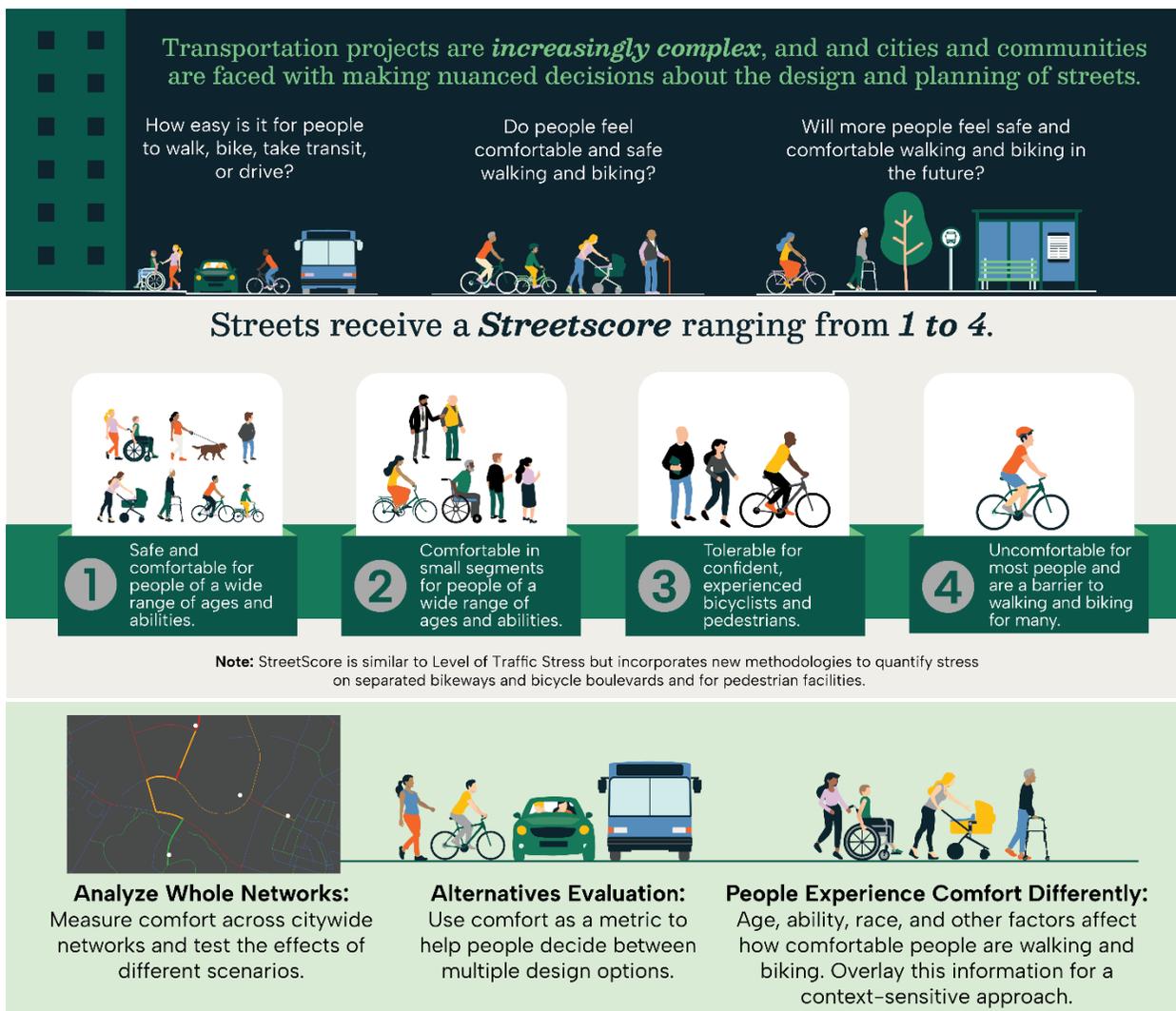
TASK DELIVERABLES

- Draft and Final Literature Review Memo
- Existing Conditions Slide Deck
- Interactive webmap
- Set of maps showing existing and planned bicycle and pedestrian facilities and crashes

Task 2. Data Analysis and Network Evaluation

Task 2.1. Level of Traffic Stress Analysis

We will use our internal Streetscore tool to conduct a level of traffic stress (LTS) analysis. The outcome will be an online map that identifies a countywide low stress network, ranked on a scale of 1 to 4 in terms of biking comfortability, with 1 being the least stressful. The contextual factors for calculating LTS for a roadway network include existing bike facilities; speed limits; presence of medians; number of lanes; and points of interest (POI) locations such as schools, transit stops, parks, grocery, drug, and convenience stores; and employment areas.



Task 2.2. Potential Risk Analysis

While LTS is a widely adopted and valuable metric for assessing comfort and traffic stress for bicyclists, it often falls short in fully representing pedestrian comfort and level of stress. Its bicycle-centric design overlooks critical pedestrian factors such as intersection complexity, crossing safety, and contextual elements like land use and connectivity. To address these gaps, we will complement LTS with a potential risk analysis that captures these contextual factors, aligns with the LRSP, and better reflects the pedestrian experience.

Following the latest best safety practices we strive to go beyond looking at current crash data to highlight areas with potential crash risk. This

analysis considers the three components of crash risk and identifies the presence of factors that are often related with crash risk as follows:

- **Crash exposure:** probability of a pedestrian or bicyclist to be present in a crash. Factors include vehicle, pedestrian, and bicycle volumes and land use context. Areas that generate high levels of pedestrian and bicycle volumes are important to consider
- **Crash likelihood:** probability of a crash to occur. Factors include roadway configuration, presence of pedestrian and bicycle infrastructure with adequate separation, level of visibility
- **Crash severity:** probability of a crash to result in a severe or fatal outcome. Factors include speed, number of conflict points, and volume of heavy vehicles

Task 2.3. Connectivity Analysis

To understand the walking and biking infrastructure needs and demands, Fehr & Peers will conduct a network accessibility analysis that combines the LTS analysis (**Task 2.1**) to identify what portions of the street network are already low stress and provide high access to desirable destinations vs. the portions of the street network that are high stress and provide high access. The portions of the street network that are high stress and high access indicate the greatest need or potential benefit for implementing improved walking and biking facilities.

The benefit of this type of analysis is it considers the combination of factors that influence people's willingness or ability to choose to walk or bike to meet their daily needs. It considers the land use which is indicative of where there is demand for travel. The land use data can be very specific such as specific schools or shopping centers, etc. or it can be more general based on zoning. The level of traffic stress analysis considers the quality of the infrastructure and the impact that vehicle volume and speed have on people's comfort level when it comes to walking or biking.

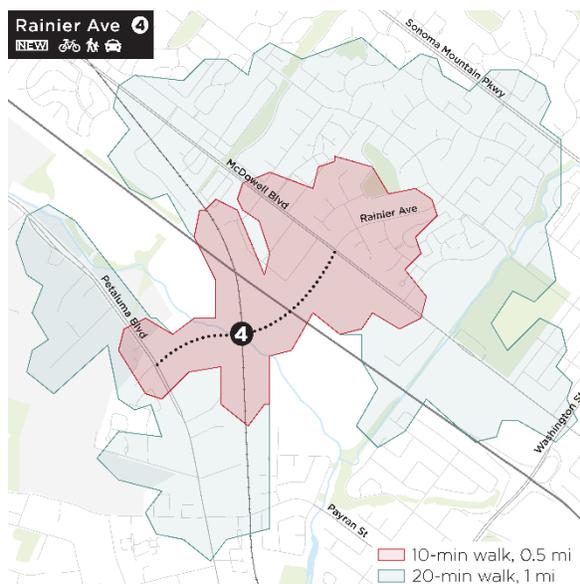


Figure 8 We prepared a connectivity analysis as part of our work on the Petaluma Active Transportation Plan

Task 2.4. Needs Assessment

Fehr & Peers will prepare a slide deck compiling maps and analysis from **Tasks 2.1 –2.3**. The slide deck will include key findings, identify issues and challenges, and highlight opportunities. This slide deck will set the foundation for developing projects and will be the basis of engagement materials for Ecology Action.

TASK DELIVERABLES

- Set of maps including LTS map, potential risk network map, and connectivity analysis maps
- Draft and Final Needs Assessment

Task 3. Infrastructure Recommendations and Prioritization

Task 3.1. Draft Infrastructure Project List (IN)

Fehr & Peers will develop a list of draft projects informed by the Needs Assessment (**Task 2**) and community engagement. We will include currently planned projects from the Local Coastal Program and pavement maintenance program. First, we will identify key pedestrian and bicycle corridors. We will identify infrastructure deficiencies and gaps compared to industry guidelines including NACTO Bikeway Guidelines and Caltrans DIB 94, and consistent with the Safe System Approach. Second, we will also identify any citywide improvements that would further support location specific recommendations.

Task 3.2. Draft Non-Infrastructure Project List (NI)

In addition to the infrastructure projects (**Task 3.1**), we will identify enhancements to existing programs and policies and/or recommendation to create new programs or policies in support of active transportation. These recommendations will be based on findings in **Task 2** and community input.

Task 3.3. Project Prioritization: Develop a Rating System

Fehr & Peers will develop a project scoring rubric for rating both infrastructure and non-infrastructure projects and programs identified in **Tasks 3.1** and **3.2**. The framework will consider project need based on findings from **Task 2** including safety risk, connectivity, populations addressed, and community feedback. We will also account for implementation considerations including alignment with city housing and land use goals, consistency with planned projects, feasibility, and deliverability. This framework will help ensure that future investments are data-driven, transparent, and aligned with City goals.

Project Prioritization

Safety risk: is this project located in an areas with many potential risk factors?

Connectivity: does this project enhance connectivity by closing network gaps?

Populations addressed: does this project address the needs of many population groups especially those in Capitola’s equity areas?

Community feedback: does this project meet a key need expressed by the community?

Alignment with City housing and land use goals: does this project help advance the City’s housing and land use goals by providing active transportation facilities in higher density areas?

Consistency with planned projects: does this project help advance the objectives of a nearby planned project?

Feasibility: is this project feasible accounting for coordination required, land availability, and geographic constraints?

Deliverability: is this project deliverable accounting for cost, timeline, political will?

Fehr & Peers will develop the prioritization framework in collaboration with the project team before applying it to the project list. The outcome will be a draft prioritized project list. The list will outline prioritized infrastructure and non-infrastructure investments, along with phasing and timing, output goals (actions within the City’s control), potential funding options, and performance metrics to track progress. Each proposed action will identify the lead department, key partners, cost magnitude, and an implementation timeline. The list will be prioritized and organized by near-term, mid-term, and long-term projects and programs, providing a clear roadmap for implementation.

We will incorporate comments by City staff, key stakeholders, and the Technical Advisory Committees, into a final project list that will be included in the Plan. We have assumed 10 hours to respond to one set of consolidated non-conflicting comments on the draft list and prepare the final project list.

Task 3.4. Project Conceptual Illustrations

Fehr & Peers will work with the project team to identify two (2) key projects to prepare planning level conceptual illustration cutsheets. These figures will highlight key projects and concepts in the ATP. This can include road layouts and street renderings for a key corridor such as 41st Street, Monterey Avenue, or Capitola Avenue. These drawings can be used to lead future design discussions and apply for grant funding on the selected corridor as well as serve as a case study for other comparable streets in Capitola. We could also develop concepts or renderings for the Village downtown Capitola. These plans could help the City allocate space for all road users downtown and identify key connections to the Village.

TASK DELIVERABLES

- Draft Infrastructure and Non-Infrastructure Project List
- Draft and Final Prioritized Project List

Task 4. Plan Development

Task 4.1. Draft Active Transportation Plan

Fehr & Peers has budgeted 40 hours to support development of the draft Plan. We anticipate that most of Fehr & Peers' content will be developed as part of **Tasks 1–3**. This time is to support important sections of the Plan that build off of the previous tasks. We can provide support with the implementation chapter including phasing and funding options to provide a clear next steps guide for the City.

Optional Task 4.A. Attend Council Meeting

As an optional task, Fehr & Peers will prepare for and attend council meetings to support the plan adoption. We will coordinate with Ecology Action and the City to determine what level of support is needed or desired. This could include developing meeting materials and/or participation in meetings.

Optional Task 4.B. InDesign Report Template

As an optional task, Fehr & Peers can prepare a final InDesign Report. We can create the ATP to be highly customized, image rich, and written in a concise and clear style to ensure it is a user-friendly document. The ATP will be ADA compliant but include photos, infographics, and tables to convey key information.

TASK DELIVERABLES

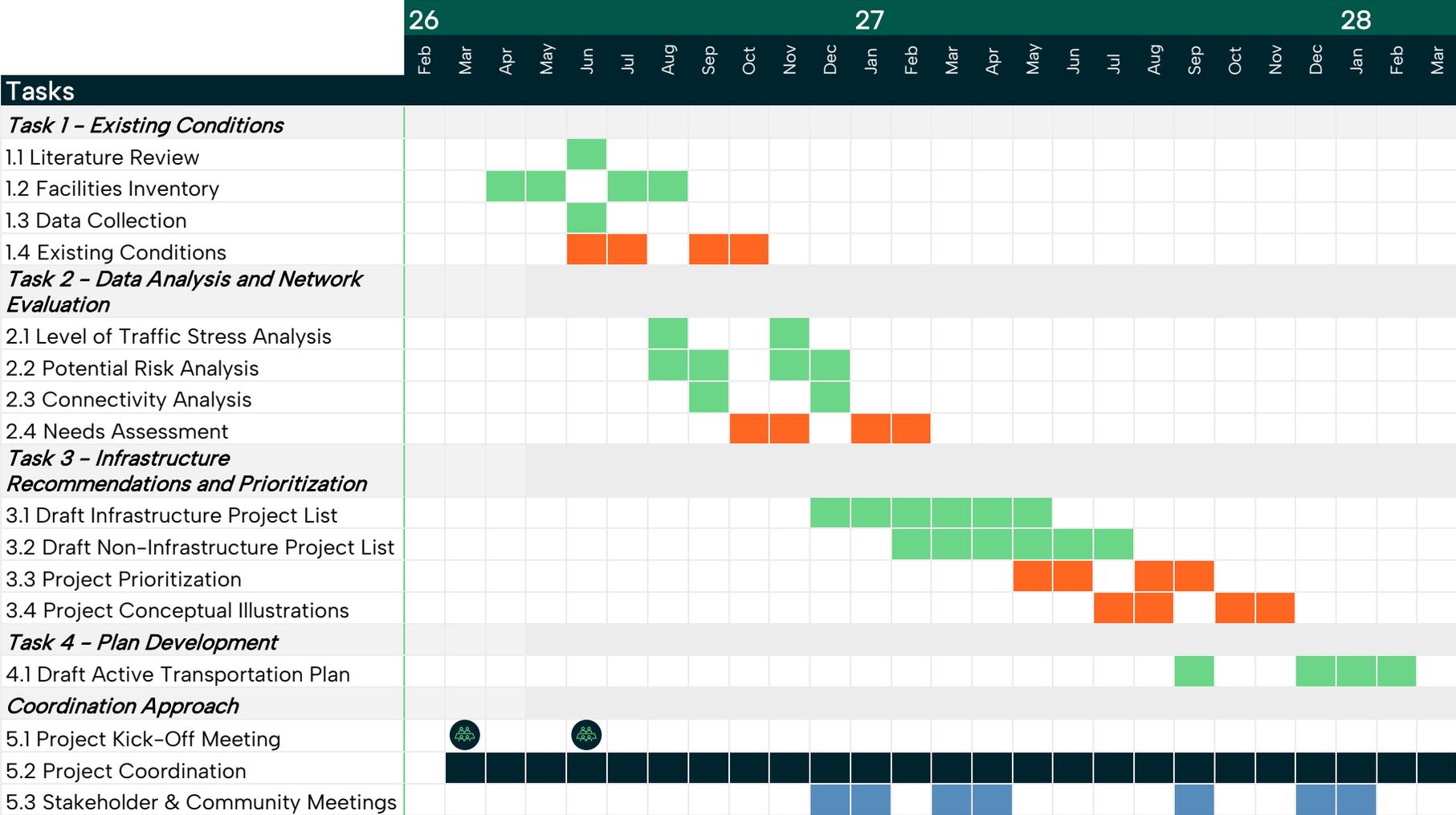
- Draft Active Transportation Plan content

Collaborating with Ecology Action

We have experience working with Ecology Action as a collaborator. We have delivered efforts in which Ecology Action's trusted community presence is complemented by our data-driven analysis, safety evaluation, and multimodal planning expertise. This partnership has allowed jurisdictions to receive community-supported recommendations rooted in both local lived experience and sound technical justification.

We recognize that Ecology Action and the City are experts in their communities. Our role is to amplify that knowledge by providing analytical tools, project development support, and clear pathways for funding and delivery. We will support this by supplying clear, accessible technical information that helps decisionmakers and community members understand tradeoffs and opportunities. Our teams work side-by-side to translate technical findings into meaningful choices for the community, ensuring that proposed improvements are feasible, equitable, and aligned with local priorities. This combined approach strengthens community trust and results in projects that are both technically grounded and strongly supported by the people they serve.

E. Schedule



F. Cost Proposal

Proposed Fee

Tasks	Fully Loaded Rate	Fehr & Peers (Prime)							Labor Hours	Direct Labor Costs	Direct Costs	Total
		Project Manager	Principal-in-Charge	Technical Lead	Engagement Lead	Planner/Engineer II	Graphics/GIS	Project Coordinator				
Task 1 – Existing Conditions		\$215	\$390	\$200	\$260	\$185	\$195	\$165				
1.1 Literature Review		6	2			8		2	18	\$3,900	\$200	\$4,100
1.2 Facilities Inventory		6	2	4		16	20	5	53	\$10,600	\$400	\$11,000
1.3 Data Collection		6	2	4		10		2	24	\$5,100	\$1,500	\$6,600
1.4 Existing Conditions		8	4			16		3	31	\$6,700	\$300	\$7,000
Task 2 – Data Analysis and Network Evaluation												
2.1 Level of Traffic Stress Analysis		10	4	4		20		4	42	\$8,900	\$400	\$9,300
2.2 Potential Risk Analysis		8	4	4		20		4	40	\$8,400	\$300	\$8,700
2.3 Connectivity Analysis		8	4	4		20		4	40	\$8,400	\$300	\$8,700
2.4 Needs Assessment		10	4			20	20	5	59	\$12,100	\$500	\$12,600
Task 3 – Infrastructure Recommendations and Prioritization												
3.1 Draft Infrastructure Project List		8	6	2		24		4	44	\$9,600	\$400	\$10,000
3.2 Draft Non-Infrastructure Project List		8	4	2		16		3	33	\$7,100	\$300	\$7,400
3.3 Project Prioritization: Develop a Rating System		16	6			24		5	51	\$11,000	\$400	\$11,400
3.4 Project Conceptual Illustrations		8	4	2		10	24	5	53	\$11,000	\$400	\$11,400
Task 4 – Plan Development												
4.1 Draft Active Transportation Plan		10	6			20		4	40	\$8,900	\$400	\$9,300
Coordination Approach												
5.1 Project Kick-Off Meeting		6	2			2		1	11	\$2,600	\$100	\$2,700
5.2 Project Coordination		24	12			20		6	62	\$14,500	\$600	\$15,100
5.3 Stakeholder and Community Meetings		10	8		8	8		3	37	\$9,300	\$400	\$9,700
Total for all Tasks		152	74	26	8	254	64	60	638	\$138,100	\$6,900	\$145,000

Assumptions and Exclusions

- Actual billing rate at the time of service may vary depending on the final staffing plan at the time the project starts; the overall fee will not be exceeded.
- Mileage is billed at the IRS rate plus 10% handling fee.
- All other direct and subconsultant expenses are billed with 10% handling fee.
- Other direct costs such as computer, communications, and reproduction charges are billed as a percentage of labor.
- Rates and staff are subject to change at any time, without notice, and within the total budget shown

APPENDIX TWO Fees and Payments

Consultant will provide invoices to the City for all services and expenses on a monthly basis. City will endeavor to pay all invoices within 30 days of receipt. The total amount billed by Consultant and paid by City pursuant to this agreement shall not exceed \$145,000 without written advance authorization from the City.

Consultant hereby represents and warrants, based upon Consultant's independent determination of the time and labor, including overtime, which will be required to perform said services, that Consultant will provide all said services at a cost which will not exceed the maximum price set forth in this agreement for Consultant's services. Consultant hereby assumes the risk that Consultant will perform said services within this maximum price constraint and Consultant acknowledges that its inability to do so shall not excuse completion of the services and shall not provide a basis for additional compensation.

Salary expenses include the actual direct pay of personnel assigned to the project (except for routine secretarial and account services) plus payroll taxes, insurance, sick leave, holidays, vacation, and other fringe benefits. The percentage of compensation attributable to salary expenses includes all of Consultant's indirect overhead costs and fees. For purposes of this Agreement, Consultant's salary expenses and non-salary expenses will be compensated at the rates set forth in the fee schedule attached to this appendix and in accordance with the terms set forth therein. Non-salary expenses include travel, meals and lodging while traveling, materials other than normal office supplies, reproduction and printing costs, equipment rental, computer services, service of subconsultants or subcontractors, and other identifiable job expenses. The use of Consultant's vehicles for travel shall be paid at the current Internal Revenue Service published mileage rate.

Salary payment for personnel time will be made at the rates set forth in the attached fee schedule for all time charged to the project. Normal payroll rates are for 40 hours per week. Consultant shall not charge the City for personnel overtime salary at rates higher than those set forth in the attached fee schedule without the City's prior written authorization.

In no event shall the total fee charged for the scope of work set forth in Appendix One exceed the total budget of \$145,000, without specific, written advance authorization from the City.

Payments shall be made monthly by the City, based on itemized invoices from the Consultant which list actual costs and expenses. Such payments shall be for the invoice amount. The monthly statements shall contain the following affidavit signed by a principal of the Consultant's firm:

"I hereby certify as principal of the firm of Fehr & Peers, that the charge of \$_____ as summarized above and shown in detail on the attachments is fair and reasonable, is in accordance with the terms of the Agreement dated March 12, 2026, and has not been previously paid."



City of Capitola Active Transportation Plan Engagement Plan

Introduction

The City of Capitola is developing its first Active Transportation Plan (ATP). This plan is rooted in the vision of creating a livable city—one where people of all ages and abilities can move safely, conveniently, and enjoyably. Thoughtfully designed active transportation infrastructure not only encourages healthier lifestyles, but also reduces car dependency and greenhouse gas emissions, create vibrant public spaces, and strengthen social connections. This Engagement Plan serves as a dynamic guide for tracking and refining outreach efforts throughout the project. Engagement methods were developed by cross-referencing identified stakeholder groups with appropriate outreach strategies to ensure all identified communities have a clear opportunity to participate.

Engagement Objectives

This outreach plan is designed to ensure a comprehensive and inclusive approach to developing the Active Transportation Plan (ATP), emphasizing community awareness, meaningful engagement, inter-agency collaboration, and integration of public feedback into the Final ATP. Engagement Plan objectives include the following:

- Inform residents, visitors, and those who traverse Capitola about the purpose and process of an ATP.
- Engage and build trust with a diverse array of community members to gather input on the plan, on ensuring inclusion of underserved groups including the unhoused population, low-income groups, people with disabilities, youth, and seniors.
- Coordinate with local agencies and organizations to utilize existing meeting times, communication channels, and public events.
- Incorporate community insight and feedback into the final ATP.



Project Team

City of Capitola is the recipient of a California Department of Transportation (Caltrans) Sustainable Transportation Planning grant to create their first Active Transportation Plan. The City is responsible for leading the overall implementation of the project and managing their subconsultants: Ecology Action, to assist and lead outreach; and a technical consultant.

Ecology Action was a sub applicant alongside the City of Capitola. Ecology Action will leverage existing relationships and community knowledge to support engagement for this project, including hosting the project webpage, coordinating logistics and staffing outreach events, and providing summaries of public input.

A technical consultant will also be selected whose role includes conducting an inventory of existing bicycle and pedestrian facilities, usage data, and developing recommendations based on the engagement findings.

Project Schedule and Engagement Phases

Table 1 – Engagement Phases

Phase 1	Phase 2	Phase 3
Existing Conditions / Needs Identification	Draft Recommendations and Prioritization	Draft Plan
Spring – Summer 2026	Spring 2027	Fall / Winter 2027

Engagement Efforts

The following section outlines the planned engagement efforts for the project, including the development and maintenance of a project webpage, facilitation of focus groups, participation at pop-up events and public meetings, and establishment of a Technical Advisory Committee (TAC).

Table 2 provides a summary of engagement methods that will be employed throughout the project; additional details are provided in the following sections of this plan.



Table 2 – Summary of Engagement Methods

Engagement Method	Duration/Number	Date(s)	Project Phase(s)
Project Webpage	Throughout the project duration	Through Feb 2028	In development, launching in May 2026
Interactive online map	Phase 1 - The online map will be used to collect input on challenges/ barriers to walking and biking.	Spring – Summer 2026	Phase 1
	Phase 2 – The online map will be used to collect input on the draft network/ recommendations.	Spring 2027	Phase 2
Pop-Up Events	Up to 5-6 pop up events	Spring – Summer 2026	Phase 1
Focus Groups	Six to eight virtual or in-person meetings	Spring – Summer 2026	Phase 1
	One to three follow-up meetings for selected focus groups	Spring 2027	Phase 2
Public Meetings	Up to two public meetings	Spring & Fall 2027	Phase 2 + 3
TAC Meetings	At least two TAC meetings	Q2 2026 and Q2 2027	1 per phase



Webpage

At project initiation, a bilingual (English/Spanish) webpage will be created and will include information on the purpose of ATPs and a summary of the City’s past and present efforts. The layout and graphics of the webpage will be designed by Ecology Action’s Marketing team to ensure a cohesive, easily readable, and branded look. The webpage will be published before the commencement of engagement events and will include:

- Basic project information.
- Dates and locations of upcoming pop-ups and public meetings for the project.
- A link or embedded map with a survey to receive public input on the project.

Pop-Up Events (5-6)

Pop-up events are a helpful tool for allowing the project team to connect with community members directly in places that they already go in their regular routine and with people who do not attend traditional public meetings. They also allow for immediate feedback and increase visibility and awareness of the engagement effort.

The project team will maintain and regularly update a shared spreadsheet to compile potential engagement opportunities. This living document will serve as a centralized source for tracking outreach events, community meetings, and other relevant activities, ensuring the team remains informed and coordinated throughout the project.

Pop-ups will take place during Phase 1 of the project to ensure community perspectives are incorporated into the data analysis and recommendations, goals, and priorities of development prior to the release of the public review draft.

During **Phase 1**, the purpose of the pop-ups is to spread awareness about the planning effort to gather input about existing conditions, goals, and priorities. Feedback will be collected directly through conversation and via marking up maps with sticky notes, with the option to provide this information online instead via a project webmap.



Table 3 – Pop Ups

Target audience / geography	Pop-up location
General Public and Transit Users	The Capitola Mall at the transit center and/or during public events
General Public	Capitola Village Event (e.g. Art & Wine Festival, Esplanade Park music events)
General Public & Neighborhood families	Food Truck Fridays – (target 1 st event in Monterey Park for high attendance)
Youth, Families, and Active Transportation Users	McGregor Drive Skate Park and Pump Track; Public library story time or other parent/child event
General Public	Non-village commercial area, i.e. Gayles, fruit stand, Capitola Library, Bay Ave businesses (*requires owner permission)
Cyclists & Active Transportation Users	Peery Park bridge; Capitola Wharf

Focus Groups (6)

The project team will convene six virtual & in person focus groups and conduct targeted discussions to understand the concerns of various stakeholders. The project team will maintain and regularly update a shared spreadsheet of potential invitees and partner organizations and agencies that could assist in reaching target populations.

The planned focus group categories and the potential engagement strategies for each group are outlined below.



Table 4 - Focus Groups

	Group	Number of meetings	Project Phase(s)
1	Youth – New Brighton Middle School Bike Club	1	Phase 1
2	People with Disabilities - Dakota Apartments; Vista Center	1	Phase 1
3	Seniors – Loma Vista Mobile Home Park, Mid County Senior Center, Trade Winds Mobile Home Park, Bay Avenue Senior Apartments	1	Phase 1
4	Pedestrian, transit, and bike advocates	1	Phase 1
5	Business Owners – Chamber of Commerce, The Village	1	Phase 1
6	Low-income households/ Unhoused - Live Oak Resource Center	1	Phase 1
	Total	6	

Based on attendance, interest, and needed follow-up, 1-3 follow-up focus groups may be organized in Phase 2.

Public Meetings (2)

Two public meetings will be held during the project period to provide updates on the ATP and receive input from community members. The meetings will be held in a convenient, accessible location such as the Capitola Community Center at Jade Street Park, and the Capitola Public Library. Meetings will likely be held in an open house format, with information displayed on boards and staff available for comment, but format may vary depending on venue and information being presented. Feedback from events will be integrated into the draft plan, and Q+As may be published on the project webpage to address common questions heard at events.

Meeting 1: Active Transportation Needs, Barriers, and Recommendations

The first public meeting will occur during **Phase 2** of the project. The project team will present initial draft recommendations based on the information gathered during community outreach and engagement in Phase 1, including comments from the online



survey tool, pop-up events, and focus group discussions. The team will actively welcome suggestions and recommendations from community members and will document and synthesize all input received.

Meeting 2: Community Feedback on Draft ATP Update

The second public meeting will occur during **Phase 3** of the project. The project team will solicit feedback from community members on a draft version of the ATP. This meeting will serve as an opportunity for community members to comment on the ATP draft before it is finalized. Feedback from community members will be incorporated in the final ATP.

Technical Advisory Committee (3)

The city and Ecology Action will coordinate a TAC that consists of representatives from a diverse set of partner agencies including the Capitola Public Works and Community Development Departments, Transit District, Santa Cruz County Public Health Department, Caltrans District 5, Soquel Elementary and Soquel High School District, local bicycle and pedestrian advocacy organizations such as Bike Santa Cruz County, Ecology Action, and Community Bridges, the Santa Cruz County Regional Transportation Commission (SCRTC) and the Association of Monterey Bay Area Governments (AMBAG).

One TAC meetings will be held during each phase of the project (three meetings total) and will cover the following topics:

- Goals and Existing Conditions
- Draft Recommendations and Prioritization
- Soliciting input on the Draft ATP

Engagement Metrics

Ecology Action will record the number of people engaged in their internal tracking system, report out to city staff at regular check in meetings, and report totals in draft report documents.

Outreach strategies may be refined over the course of the project based on participation levels and feedback to address any identified gaps.

Audience Engagement Strategies

Capitola Schools

Potential engagement strategies for Capitola Schools include:



- The project team will endeavor to facilitate a focus group during standing meetings held by school principals.
 - Ecology Action can leverage existing relationships between the Santa Cruz Safe Routes to School team and local school principals and administrators.
- The project team may conduct targeted student outreach at high schools to solicit input and perspectives from younger community members.

Cyclists & Pedestrians

Potential engagement strategies for cyclists and pedestrians include:

- Ecology Action will coordinate with existing cyclist and pedestrian advisory and advocacy groups to gather feedback about existing conditions for active transportation in Capitola including:
 - The Santa Cruz County Regional Transportation Commission (RTC) [Bicycle Advisory Committee](#)
 - RTC Elderly and Disabled Transportation Advisory Committee (E&D TAC).
 - [The Santa Cruz County Community Traffic Safety Coalition](#)
 - [Bike Santa Cruz County](#)

Neighborhoods

Livable cities are made up of well connected, flourishing neighborhoods. To create a comprehensive ATP, the project team will engage with individual neighborhoods to better understand their concerns and vision for the future. This neighborhood-based approach is intended to reach residents of multifamily housing, mobile home parks, HOAs, and individual renters who may not otherwise participate in a formal focus group. Neighborhoods within the project area include:

- Castel Mobile Home Park
- Capitola Gardens
- Deanes Lane
- Casa Capitola
- Capitola Shores
- Capitola Villa HOA
- Capitola Knolls HOA

Potential engagement strategies for neighborhoods include:

- Promote events and opportunities to pre-existing neighborhood groups to provide input



- Use localized social media platforms, such as Nextdoor and neighborhood Facebook groups
- Attend existing neighborhood events
- Invite individuals to a focus group if they are within the relevant audience, or offer to meet with a neighborhood group about the project if there is enough interest

Businesses

A key aspect of developing an effective ATP is understanding trip origins and destinations, which are often to/from commercial areas. The project team will seek input from local business owners to gain insights on how increased active transportation impacts their business operations and surrounding community.

Potential engagement strategies for businesses include:

- Coordinating with the Business Improvement Area (BIA) & Chamber of Commerce
- Highlight case studies from other jurisdictions where ATPs have benefited local businesses
- Engaging a diverse range of businesses, such as restaurants, retail, real estate, convenience/grocery, wellness/medical, etc., that serve various segments of the community to ensure broad and inclusive input



Capitola Active Transportation Plan Technical Consultant

City Council

March 12, 2026

Capitola ATP Technical Consultant

ATP Background



Capitola Active Transportation Plan (ATP)

- First comprehensive **citywide plan** for walking, biking, and multimodal travel

- Funded through **Caltrans**

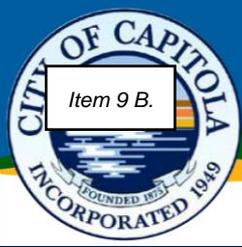
Sustainable Transportation Planning Grant

- Plan will guide:
 - future capital projects
 - grant applications
 - long-term mobility planning



Capitola ATP Technical Consultant

ATP Project Purpose



- Improve safety for pedestrians and bikes
- Assess existing conditions and identify barriers
- Recommend infrastructure and programmatic solutions
- Focus areas
 - Safety
 - Equity & accessibility (seniors, youth, people with disabilities)
 - Climate resilience
 - Consistency with local, regional, and state policies



Capitola ATP Technical Consultant Project Partners



City of Capitola – Lead agency, Project management and coordination, responsible for Caltrans compliance



Ecology Action – Co-applicant, Community outreach and engagement, project webpage and public events

Fehr & Peers

Fehr & Peers (Proposed Technical Consultant) –

Technical analysis, data collection, network planning, conceptual designs, cost estimates

Capitola ATP Technical Consultant Consultant Selection



Process

- Competitive RFP process
- Staff and partner review and interviews
- **Staff recommendation: Fehr & Peers**

Fehr & Peers

- Strong understanding of Capitola's mobility needs
- Experience developing implementable ATPs
- Balanced technical analysis and community-informed planning

Scope of Work

- Inventory and mapping of existing facilities
- Analysis of safety conditions, crash patterns, and connectivity gaps
- Evaluation of roadway comfort
- Development of a connected network
- Project Prioritization

Capitola ATP Technical Consultant

ATP Community Engagement



City Council Ad-Hoc

- Vice Mayor Jenson
- Council Member Clarke

Refined Engagement Strategy

- Ad Hoc identified key communities
- Focus groups with residents most affected by transportation barriers
- Partnerships with trusted community organizations



Capitola ATP Technical Consultant

ATP Community Engagement

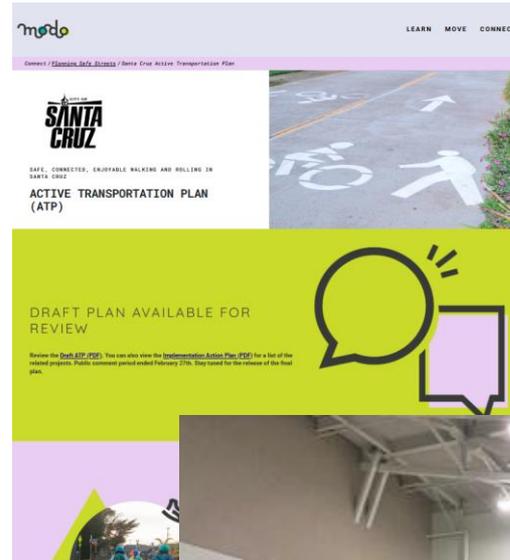


Outreach Goal

- Ensure broad participation and integrate community input into project recommendations

Planned Engagement

- Project website and interactive online map
- 5–6 community pop-up events
- 6 focus groups
- Two public meetings
- Technical Advisory Committee meetings



Capitola ATP Technical Consultant Project Schedule



1

Existing Conditions & Needs Identification Spring–Summer 2026

- Inventory of existing bike and pedestrian facilities
 - Safety and crash data analysis
 - Initial community outreach and engagement

2

Draft Network & Prioritization 2027

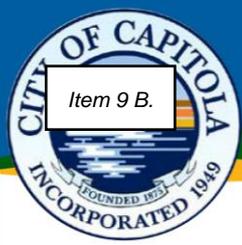
- Development of draft active transportation network
- Identification of key projects and improvements
- Project prioritization framework

3

Draft Plan & Adoption Late 2027 – Early 2028

- Draft Active Transportation Plan released for review
- Public input and refinement
- City Council consideration and adoption

Capitola ATP Technical Consultant Fiscal Impact



- **Consultant Contract: \$145,000**
 - **Fully funded by Caltrans Grant**
- Total Project Budget: \$510,000
 - \$450,000 Caltrans grant
 - \$305,000 Ecology Action
 - \$145,000 F&P
 - \$60,000 City staff time (in-kind)



Capitola ATP Technical Consultant Recommended Action



Authorize the City Manager to execute a professional services agreement with Fehr & Peers in an amount not to exceed \$145,000 to provide technical consultant services for development of the Capitola Active Transportation Plan (ATP).

Capitola City Council

Agenda Report

Meeting: March 12, 2026

From: Public Works Department

Subject: Jade Street Site Improvements – Project Progress Update



Recommended Action: Receive the progress report on the full set of Jade Street projects, including the Community Center Renovation, Patio Improvements, Treasure Cove Playground, and the Jade Street Park Restroom Renovation.

Discussion: Work continues to advance across the coordinated improvements at the Jade Street Park site. These projects collectively modernize the Capitola Community Center, expand outdoor programming space, construct the new Treasure Cove inclusive playground, and renovate the public restroom facility.

Overall, the Community Center renovation remains on track for completion in spring 2026, with the playground and restroom improvements expected to follow as site construction progresses and equipment installation occurs.

This update reflects project status as of March 4, 2026.

Community Center Renovation

The Community Center renovation is nearing completion, with the majority of interior work now complete or in the final stages.

Recent work has included installation of marmoleum flooring, acoustic ceiling panels, interior finishes, and kitchen equipment. Exterior siding installation and storefront door installation at the main entrance are currently underway.

By the March 12 Council meeting, staff expects:

- Marmoleum flooring installation will be complete
- Acoustic panel installation will be complete
- Kitchen appliances and equipment will be installed
- Storefront door installation will be substantially complete
- Air handler installation will be underway or completed

Remaining work will focus on final exterior finishes, punch list items, and coordination with other site improvements.

The Community Center remains generally aligned with the previously reported April 2026 substantial completion timeframe, though coordination with PG&E electrical service continues to be monitored as a potential schedule constraint.

Change orders for the Community Center project remain generally consistent with those previously reported to Council and continue to fall within the project contingency. As the project budget has remained on track, the originally-planned generator for the facility has been incorporated into the project.

Community Center Patio Improvements

Construction of the Community Center patio improvements has progressed alongside the Community Center renovation and associated site work. Major structural and grading work for the patio areas has been completed, including walkways, retaining walls, and associated storm drain connections.

Remaining work is primarily tied to final site coordination with the Community Center renovation and playground improvements, including final surface treatments, landscape installation, and site furnishings. These elements will be completed as weather allows and as adjacent construction activities conclude.

The Patio Improvements Project remains aligned with the overall Jade Street site schedule.

Treasure Cove Playground

Construction of the Treasure Cove Playground continues with grading, utilities, and site preparation work progressing through the winter months.

Playground equipment remains the primary schedule driver for the project. Delivery of the equipment is anticipated in March, after which installation of the play structures, safety surfacing, fencing, and site furnishings will follow.

The contractor’s schedule anticipates installation of the play structures in late March, followed by surfacing and landscape work, with project completion anticipated in spring.

One value engineering modification has been implemented to improve project efficiency while maintaining the functionality and design intent of the playground. This modification removes the southwest seat wall and revises the associated railing, curb, planting, and irrigation to eliminate the synthetic turf area in that portion of the site. This change results in a net project savings of approximately \$40,000.

This modification was among the potential value engineering items discussed with Council at the time of contract award. After review of constructability, cost, and usability considerations, staff determined this item provided the most practical adjustment to the project scope. Other value engineering options evaluated at that time were not pursued.

At this time, the playground equipment delivery schedule remains the most critical factor influencing the final completion timeline.

Jade Street Park Restroom Renovation

Construction of the restroom renovation began earlier this year following contract execution with CWS Construction Group.

During construction, termite activity was identified within the existing structure. The building was tented and fumigated in late February. The fumigation resulted in approximately a one-week delay to the restroom renovation schedule. Minor repairs associated with termite damage will be incorporated as construction progresses.

Aside from this issue, construction activities have generally proceeded as expected.

Staff currently anticipates approximately \$15,000 in change orders associated with field conditions and scope adjustments for the restroom project.

Fiscal Impact: All projects remain within their authorized budgets. Change orders across the projects remain within available contingency. A detailed summary of change orders will be provided at project closeout.

Attachments:

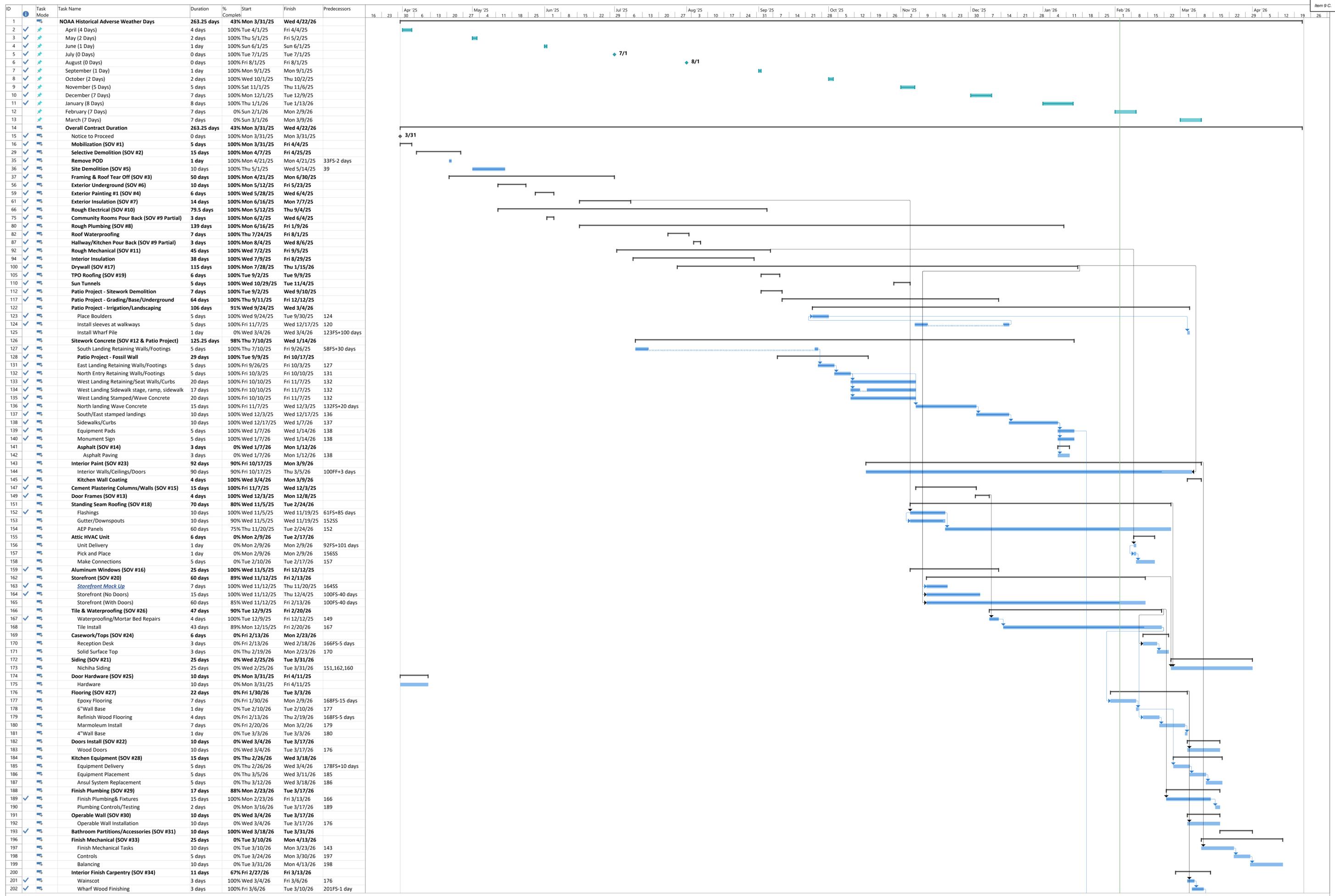
- 1. Project Schedules
- 2. Community Center Change Order Log (Through February 2026)
- 3. Jade Street Site Progress Photos (March 2026)

Alignment with 2025-2029 Strategic Plan Priority: Accountable Government; Healthy Families, Community, and Environment; Sustainable Infrastructure

Report Prepared By: Jessica Kahn, Public Works Director

Reviewed By: Julia Gautho, City Clerk; Marc Tran, City Attorney

Approved By: Jamie Goldstein, City Manager



Project: Overall Project Schedule	Task	Milestone	Project Summary	Inactive Milestone	Manual Task	Manual Summary Rollup	Start-only	External Tasks	Deadline	Critical Split	Manual Progress
Date: Tue 2/3/26	Split	Summary	Inactive Task	Inactive Summary	Duration-only	Manual Summary	Finish-only	External Milestone	Critical	Progress	

ID	Task Mode	Task Name	Duration	% Complete	Start	Finish	Predecessors	Timeline (Apr '25 to Apr '26)																											
203	✓	Wharf Wall Paneling	3 days	100%	Tue 3/10/26	Thu 3/12/26	202FS-1 day	[Gantt bar: 3/10/26 - 3/12/26]																											
204	✓	Reception Desk Paneling	2 days	0%	Thu 3/12/26	Fri 3/13/26	203FS-1 day	[Gantt bar: 3/12/26 - 3/13/26]																											
205	✓	Wood Wall Paneling	3 days	100%	Fri 2/27/26	Tue 3/3/26	204FS-1 day	[Gantt bar: 2/27/26 - 3/3/26]																											
206	✓	Corner Guards	2 days	0%	Tue 3/3/26	Wed 3/4/26	205FS-1 day	[Gantt bar: 3/3/26 - 3/4/26]																											
207	✓	Interior Signage	2 days	0%	Wed 3/4/26	Thu 3/5/26	206FS-1 day	[Gantt bar: 3/4/26 - 3/5/26]																											
208	✓	Acoustics (SOV #36)	15 days	0%	Wed 3/4/26	Tue 3/24/26		[Gantt bar: 3/4/26 - 3/24/26]																											
209	✓	Ceiling Baffles	7 days	0%	Wed 3/4/26	Thu 3/12/26	176	[Gantt bar: 3/4/26 - 3/12/26]																											
210	✓	Ceiling PET Panels	4 days	0%	Fri 3/13/26	Wed 3/18/26	209	[Gantt bar: 3/13/26 - 3/18/26]																											
211	✓	Wall Panels	4 days	0%	Thu 3/19/26	Tue 3/24/26	210	[Gantt bar: 3/19/26 - 3/24/26]																											
212	✓	Finish Electrical (SOV #32)	55 days	8%	Tue 1/20/26	Wed 4/8/26		[Gantt bar: 1/20/26 - 4/8/26]																											
213	✓	Main Switchgear Delivery	0 days	100%	Tue 1/20/26	Tue 1/20/26	139FS+3 days	[Milestone: 1/20/26]																											
214	✓	Triad Switchgear & Transformer Pad Install/QAC	8 days	100%	Tue 1/20/26	Fri 1/30/26	213	[Gantt bar: 1/20/26 - 1/30/26]																											
215	✓	PG&E Primary Scope (By PG&E)	47 days	0%	Fri 1/30/26	Wed 4/8/26	214	[Gantt bar: 1/30/26 - 4/8/26]																											
216	✓	Finish Electrical Tasks Concurrent with waiting on PG&E Primary	30 days	0%	Fri 1/30/26	Mon 3/16/26	214	[Gantt bar: 1/30/26 - 3/16/26]																											
217	✓	Finish Electrical Tasks After PG&E Primary	11 days	0%	Mon 3/16/26	Tue 3/31/26	216	[Gantt bar: 3/16/26 - 3/31/26]																											
218	✓	AV Equipment	5 days	0%	Tue 3/24/26	Tue 3/31/26	217FF	[Gantt bar: 3/24/26 - 3/31/26]																											
219	✓	Landscaping (SOV #35 & Patio Project)	35 days	21%	Fri 1/30/26	Mon 3/23/26		[Gantt bar: 1/30/26 - 3/23/26]																											
220	✓	Fountain	5 days	0%	Fri 1/30/26	Fri 2/6/26	214	[Gantt bar: 1/30/26 - 2/6/26]																											
221	✓	Irrigation	5 days	100%	Fri 2/6/26	Fri 2/13/26	220	[Gantt bar: 2/6/26 - 2/13/26]																											
222	✓	Gravel Bases	2 days	0%	Fri 2/13/26	Wed 2/18/26	221	[Gantt bar: 2/13/26 - 2/18/26]																											
223	✓	Top Soil	3 days	0%	Wed 2/18/26	Mon 2/23/26	222	[Gantt bar: 2/18/26 - 2/23/26]																											
224	✓	Planting	7 days	0%	Mon 2/23/26	Wed 3/4/26	223	[Gantt bar: 2/23/26 - 3/4/26]																											
225	✓	Mulch	3 days	0%	Wed 3/4/26	Mon 3/9/26	224	[Gantt bar: 3/4/26 - 3/9/26]																											
226	✓	Bike Rack	2 days	0%	Mon 3/9/26	Wed 3/11/26	225	[Gantt bar: 3/9/26 - 3/11/26]																											
227	✓	Wood Benches	3 days	75%	Wed 3/11/26	Mon 3/16/26	226	[Gantt bar: 3/11/26 - 3/16/26]																											
228	✓	Landscaping Repairs	5 days	0%	Mon 3/16/26	Mon 3/23/26	227	[Gantt bar: 3/16/26 - 3/23/26]																											
229	✓	Striping	3 days	0%	Mon 3/23/26	Thu 3/26/26	219	[Gantt bar: 3/23/26 - 3/26/26]																											
230	✓	Punch List Walk	0 days	0%	Wed 4/8/26	Wed 4/8/26	212	[Milestone: 4/8/26]																											
231	✓	Punch List Tasks	10 days	0%	Wed 4/8/26	Wed 4/22/26	230	[Gantt bar: 4/8/26 - 4/22/26]																											
232	✓	Substantial Completion	0 days	0%	Wed 4/22/26	Wed 4/22/26	233	[Milestone: 4/22/26]																											
233	✓	Building Final Inspection	0 days	0%	Wed 4/22/26	Wed 4/22/26	231	[Milestone: 4/22/26]																											
234	✓	<u>Closeout Procedures</u>	65 days	0%	Tue 1/20/26	Wed 4/22/26	233FS-65 days	[Gantt bar: 1/20/26 - 4/22/26]																											

Project: Overall Project Schedule Date: Tue 2/3/26

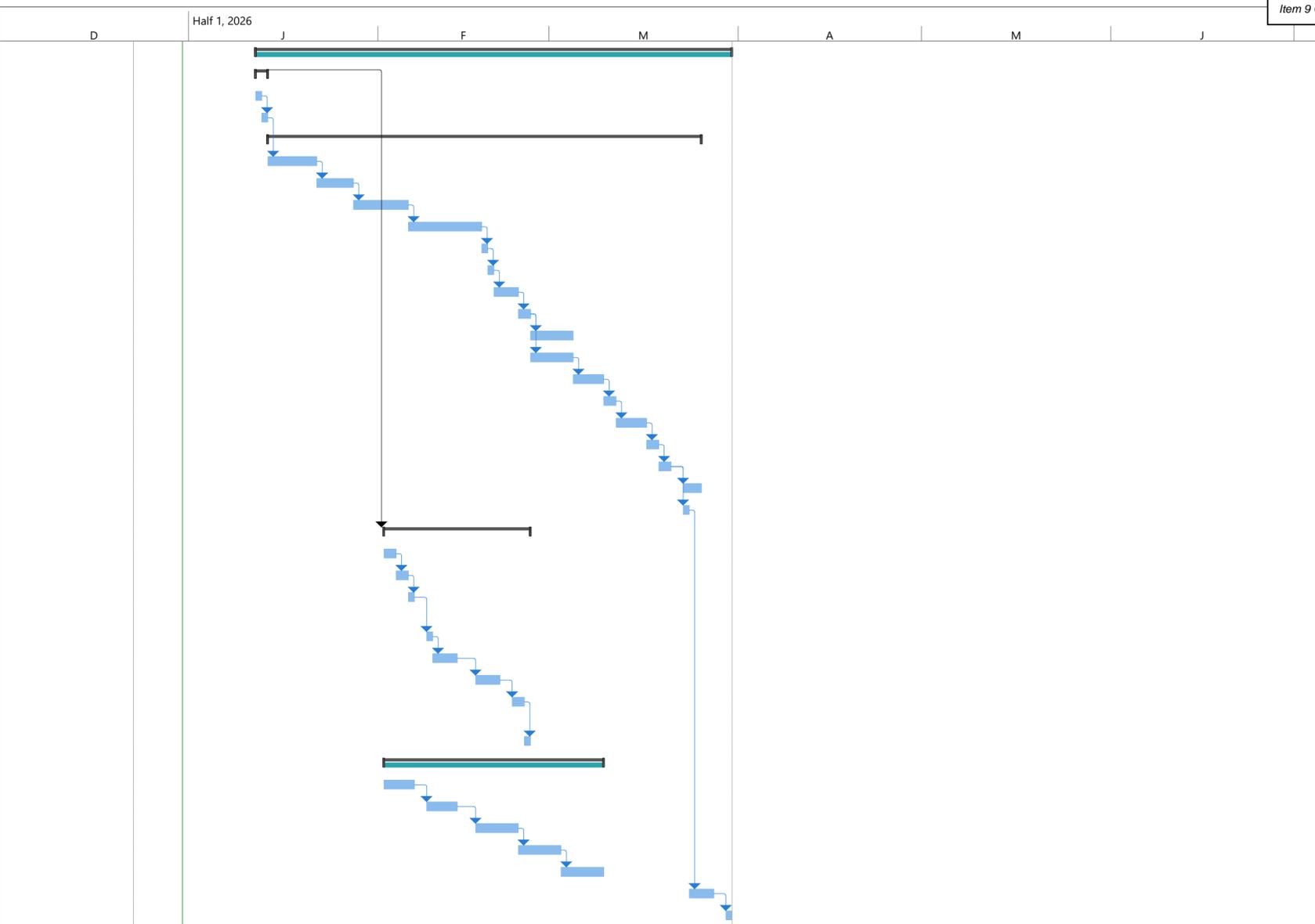
Task Milestone Project Summary Inactive Milestone Manual Task Manual Summary Rollup Start-only External Tasks Deadline Critical Split Manual Progress
Split Summary Inactive Task Inactive Summary Duration-only Manual Summary Finish-only External Milestone Critical Progress

ID	Task Mode	Task Name	Duration	% Complete	Start	Finish	Predecessors	Notes	Qtr 4, 2025 Oct	Nov	Dec	Qtr 1, 2026 Jan	Feb	Mar	Qtr 2, 2026 Apr	May
1		Overall Project Schedule	109 days	53%	Mon 11/3/25	Wed 4/15/26										
2	✓	Mobilization	10 days	100%	Mon 11/3/25	Fri 11/14/25										
8	✓	Surveying	45 days	100%	Wed 11/19/25	Thu 1/29/26		EPIC								
9		Sitework	90 days	74%	Mon 11/3/25	Thu 3/19/26										
10	✓	Sitework Demolition	15 days	100%	Mon 11/3/25	Fri 11/21/25		Kraemer								
11	✓	Remove Existing Play Structures	15 days	100%	Mon 11/3/25	Fri 11/21/25										
12	✓	Remove Existing Hardscapes	15 days	100%	Mon 11/3/25	Fri 11/21/25										
13	✓	Miscellaneous Demolition	15 days	100%	Mon 11/3/25	Fri 11/21/25										
14	✓	Rough Grade	30 days	100%	Mon 11/17/25	Tue 1/6/26	10	Kraemer								
15		Underground Utilities	45 days	90%	Mon 11/24/25	Tue 2/3/26	10	Kraemer								
16		Bioswale	45 days	90%	Mon 11/24/25	Tue 2/3/26	10	Kraemer								
17		Finish Grade	5 days	50%	Wed 1/14/26	Fri 2/6/26	15	Kraemer								
18		Class 2 AB	10 days	50%	Wed 1/21/26	Tue 2/17/26	17	Kraemer								
19		Site Concrete	30 days	25%	Wed 2/4/26	Thu 3/19/26	18	Kraemer								
20		Fence Post Sleeves	30 days	25%	Wed 2/4/26	Thu 3/19/26	16	AAA								
21		Landscaping	87 days	9%	Fri 12/5/25	Wed 4/15/26										
22		Automatic Irrigation System	25 days	50%	Wed 12/10/25	Tue 1/20/26	15SS+5 days	K&D								
23		Decomposed Granite	10 days	0%	Fri 3/20/26	Thu 4/2/26	9	K&D								
24		Play Structure Lead Time (Estimated)	67 days	0%	Fri 12/5/25	Wed 3/18/26		K&D								
25		Play Structure(s)	10 days	0%	Thu 3/19/26	Wed 4/1/26	24	K&D								
26		PIP Surfacing	5 days	0%	Thu 4/2/26	Wed 4/8/26	25	K&D								
27		Site Furnishings	5 days	0%	Thu 4/2/26	Wed 4/8/26	25	K&D								
28		Planting	10 days	0%	Thu 4/2/26	Wed 4/15/26	25	K&D								
29		Rod Iron Fencing	19 days	0%	Fri 3/20/26	Wed 4/15/26										
30		42" Fencing	8 days	0%	Fri 3/20/26	Tue 3/31/26	20	AAA								
31		46" Fencing	8 days	0%	Wed 4/1/26	Fri 4/10/26	30	AAA								
32		Hand Rail	3 days	0%	Mon 4/13/26	Wed 4/15/26	31	AAA								
33		Banner Pole	15 days	0%	Fri 3/13/26	Thu 4/2/26	19FF+10 days	SSB								
34		Exterior Painting	5 days	0%	Fri 4/3/26	Thu 4/9/26	19FS+10 days	SSB								
35		Water Fountain Railings	2 days	0%	Fri 4/3/26	Mon 4/6/26	19FS+10 days	SSB								

Project: Treasure Cover Playgro
Date: Fri 2/27/26

Task		Inactive Task		Manual Summary Rollup		External Milestone		Manual Progress	
Split		Inactive Milestone		Manual Summary		Deadline			
Milestone		Inactive Summary		Start-only		Critical			
Summary		Manual Task		Finish-only		Critical Split			
Project Summary		Duration-only		External Tasks		Progress			

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors
1		JADE ST RESTROOM REMODEL	54 days	Mon 1/12/26	Mon 3/30/26	
2		Mobilize	2 days	Mon 1/12/26	Tue 1/13/26	
3		Restrooms and Fence	1 day	Mon 1/12/26	Mon 1/12/26	
4		Safeoff	1 day	Tue 1/13/26	Tue 1/13/26	3
5		Interiors	49 days	Wed 1/14/26	Wed 3/25/26	
6		Demo fixtures, Doors, Windows, etc	5 days	Wed 1/14/26	Wed 1/21/26	4
7		Framing & Backing Modifications	4 days	Thu 1/22/26	Tue 1/27/26	6
8		Plumbing Rough-In	7 days	Wed 1/28/26	Thu 2/5/26	7
9		Electrical Rough-In	7 days	Fri 2/6/26	Tue 2/17/26	8
10		Rough-In Inspections	1 day	Wed 2/18/26	Wed 2/18/26	9
11		CMU Patchback	1 day	Thu 2/19/26	Thu 2/19/26	10
12		Install New Louvers	2 days	Fri 2/20/26	Mon 2/23/26	11
13		Install New Doors	2 days	Tue 2/24/26	Wed 2/25/26	12
14		Epoxy Flooring and Base	5 days	Thu 2/26/26	Wed 3/4/26	13
15		Epoxy Wall	5 days	Thu 2/26/26	Wed 3/4/26	13
16		Bathroom Fixture Install	3 days	Thu 3/5/26	Mon 3/9/26	15
17		Bathroom Accessories Install	2 days	Tue 3/10/26	Wed 3/11/26	16
18		Electrical Fixture Install	3 days	Thu 3/12/26	Mon 3/16/26	17
19		Final Plumbing Connections	2 days	Tue 3/17/26	Wed 3/18/26	18
20		Final Electrical Connections	2 days	Thu 3/19/26	Fri 3/20/26	19
21		Painting	3 days	Mon 3/23/26	Wed 3/25/26	20
22		Plumb & Electrical Final Inspections	1 day	Mon 3/23/26	Mon 3/23/26	20
23		Roofing	17 days	Mon 2/2/26	Wed 2/25/26	2
24		Demo Existing Roof Sheating Roof	2 days	Mon 2/2/26	Tue 2/3/26	
25		Repair Rafter	2 days	Wed 2/4/26	Thu 2/5/26	24
26		Installing New Plywood sheathing on Roof	1 day	Fri 2/6/26	Fri 2/6/26	25
27		Roof Shear Inspection	1 day	Mon 2/9/26	Mon 2/9/26	26
28		Install Roof Underlayment	4 days	Tue 2/10/26	Fri 2/13/26	27
29		Install Shingle Roof	4 days	Tue 2/17/26	Fri 2/20/26	28
30		Install Gutters, Downpouts and Flashing	2 days	Mon 2/23/26	Tue 2/24/26	29
31		Roofing Final Inspection	1 day	Wed 2/25/26	Wed 2/25/26	30
32		Site work	25 days	Mon 2/2/26	Mon 3/9/26	
33		Demo Existing Sidewalks	5 days	Mon 2/2/26	Fri 2/6/26	
34		New Concrete Sidewalk	5 days	Mon 2/9/26	Fri 2/13/26	33
35		New Asphalt Sidewalk	5 days	Tue 2/17/26	Mon 2/23/26	34
36		New Concrete Bench	5 days	Tue 2/24/26	Mon 3/2/26	35
37		Concrete Curbs	5 days	Tue 3/3/26	Mon 3/9/26	36
38		Punch List	4 days	Tue 3/24/26	Fri 3/27/26	22
39		Final Clean	1 day	Mon 3/30/26	Mon 3/30/26	38



District / Owner City of Capitola
 Project Name: Community Center Renovation Project

Contract Value	\$	4,726,000.00
Contingency (Allowance)	\$	477,000.00
Total Contract Value	\$	5,203,000.00
Total Approved COs	\$	383,743.94
Total Pending COs	\$	43,649.44
Exposure Subtotal	\$	427,393.38
Remaining Contin/Allow	\$	49,606.62

9% Percentage of Contract
 10% Percentage Remaining

Change Order Request (COR) Log
 Updated: 3/1/2026

Date	Description	Expenditure	Status	Approved	Pending
5/29/2025	Meeting Room Ceilings	\$ 724.50	Approved	\$ 724.50	\$ -
5/29/2025	Interior Siding Replacement Product	\$ 4,250.32	Approved	\$ 4,250.32	\$ -
5/29/2025	Plumbing Submittal Scope Changes	\$ 4,309.68	Approved	\$ 4,309.68	\$ -
5/29/2025	CMU Wall Wood Repairs	\$ 6,267.50	Approved	\$ 6,267.50	\$ -
5/29/2025	Plumbing Scope Changes Discovery	\$ 7,607.50	Approved	\$ 7,607.50	\$ -
5/29/2025	Operable Wall Mounting Details	\$ 7,727.00	Approved	\$ 7,727.00	\$ -
5/29/2025	Hallway ceiling Framing	\$ 9,059.00	Approved	\$ 9,059.00	\$ -
5/29/2025	Lighting Locations and Controls	\$ 10,090.00	Approved	\$ 10,090.00	\$ -
5/29/2025	Additional Door Placements	\$ 10,425.80	Approved	\$ 10,425.80	\$ -
5/29/2025	Post Placement at Existing Steel beams	\$ 12,393.55	Approved	\$ 12,393.55	\$ -
5/29/2025	Roof Deck Build up	\$ 12,999.23	Approved	\$ 12,999.23	\$ -
5/29/2025	Exterior Sheathing Wood Rot	\$ 18,906.09	Approved	\$ 18,906.09	\$ -
5/29/2025	Mold Remediation	\$ 24,246.67	Approved	\$ 24,246.67	\$ -
6/12/2025	Structural Engineer Truss Reinforcement	\$ 1,334.00	Approved	\$ 1,334.00	\$ -
6/12/2025	Bathroom Accessory Clashes	\$ 9,061.09	Approved	\$ 9,061.09	\$ -
6/12/2025	Switchgear clearance issues	\$ 14,087.50	Approved	\$ 14,087.50	\$ -
6/12/2025	Add generator scope (\$159,741.00-original bid)	\$ 127,863.00	Approved	\$ 127,863.00	\$ -
8/19/2025	Refrigerator Water Valve at Capping	\$ 528.11	Approved	\$ 528.11	\$ -
8/19/2025	Furred Wall at Electrical Room	\$ 724.50	Approved	\$ 724.50	\$ -
8/19/2025	Leaking Sink Valves	\$ 1,000.00	Approved	\$ 1,000.00	\$ -
8/19/2025	Damaged Vent Above Kitchen Hood	\$ 1,000.00	Approved	\$ 1,000.00	\$ -
8/19/2025	Damaged Trash Enclosure Drain Vent	\$ 1,000.00	Approved	\$ 1,000.00	\$ -
8/19/2025	Gas Line Modifications at Kitchen (ROM)	\$ 2,000.00	Approved	\$ 2,000.00	\$ -
8/19/2025	Flashing Detail at Landings Confirmation (ROM)	\$ 2,000.00	Approved	\$ 2,000.00	\$ -
8/19/2025	Urinal Waste Height Rough-In	\$ 2,383.30	Approved	\$ 2,383.30	\$ -
8/19/2025	Stainless Steel Replacement in Kitchen	\$ 4,784.00	Approved	\$ 4,784.00	\$ -
8/19/2025	Wharf Wood Alternate Materials	\$ 5,000.00	Approved	\$ 5,000.00	\$ -
8/19/2025	Operable Wall Support	\$ 5,336.00	Approved	\$ 5,336.00	\$ -
8/19/2025	Kitchen Exhaust Fan Curb Height (ROM)	\$ 6,040.73	Approved	\$ 6,040.73	\$ -
8/19/2025	Alarm, Ansul, And Hood Controls Integration/Wiring	\$ 7,854.55	Approved	\$ 7,854.55	\$ -
8/19/2025	Kitchen Makeup Air Unit Replacement (ROM)	\$ 8,774.14	Approved	\$ 8,774.14	\$ -
8/19/2025	Air Supply Register Changes	\$ 8,946.18	Approved	\$ 8,946.18	\$ -
8/19/2025	Old Castle Perk Alternate (ROM)	\$ 21,740.00	Approved	\$ 21,740.00	\$ -
12/15/2025	Conduit/Gas Lines Demo in Mechanical Well	\$ 2,814.00	Approved	\$ 2,814.00	\$ -
12/15/2025	Sidewalk Demo & Replacement at EV Charger	\$ 20,466.00	Approved	\$ 20,466.00	\$ -
8/19/2025	PGE Off Site Scope of Work (ROM)	\$ 20,000.00	Pending	\$ -	\$ 20,000.00
12/15/2025	Trash Enclosure Concrete Replacement (ROM)	\$ 1,000.00	Pending	\$ -	\$ 1,000.00
12/15/2025	Relocate Toilet Flanges for ADA Clearance	\$ 2,012.23	Pending	\$ -	\$ 2,012.23
12/15/2025	Broken Roof Drain at Mechanical Well	\$ 2,059.21	Pending	\$ -	\$ 2,059.21
12/15/2025	Alternate AHU	\$ 8,578.00	Pending	\$ -	\$ 8,578.00
12/15/2025	Tile Mortar Bed Replacement	\$ 10,000.00	Pending	\$ -	\$ 10,000.00
TOTALS		\$ 427,393.38		\$ 383,743.94	\$ 43,649.44

- Change Order Categories
- Regulatory & Safety
 - Utility Coordination (PG&E/Electrical/Mechanical)
 - Discovery/Coordination Adjustments
 - Generator



Community Center Exterior Work
Front entry concrete installation completed.



Community Center Exterior Work
Exterior siding installation in progress.



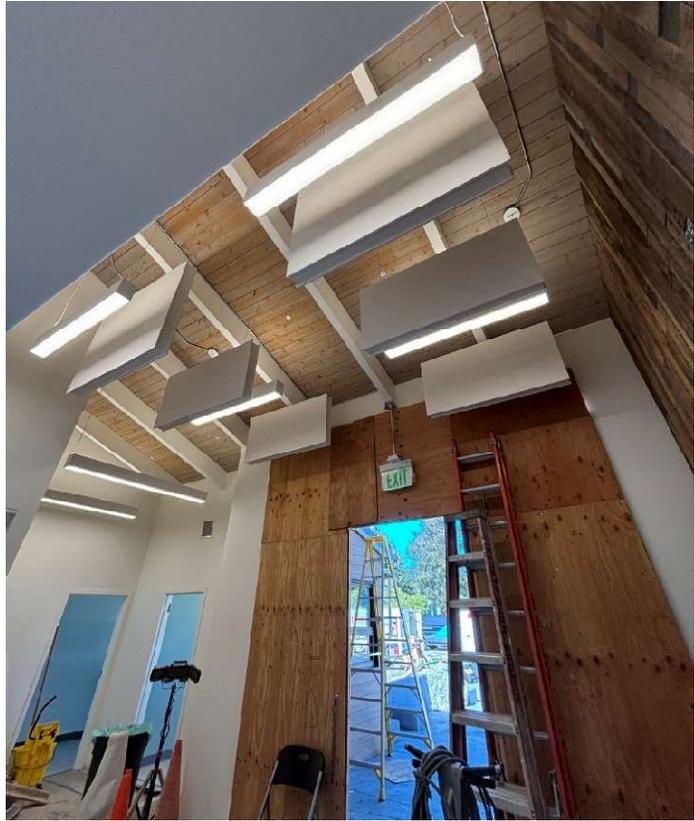
Community Center Exterior Work

Installation of bike racks near the Community Center entrance.

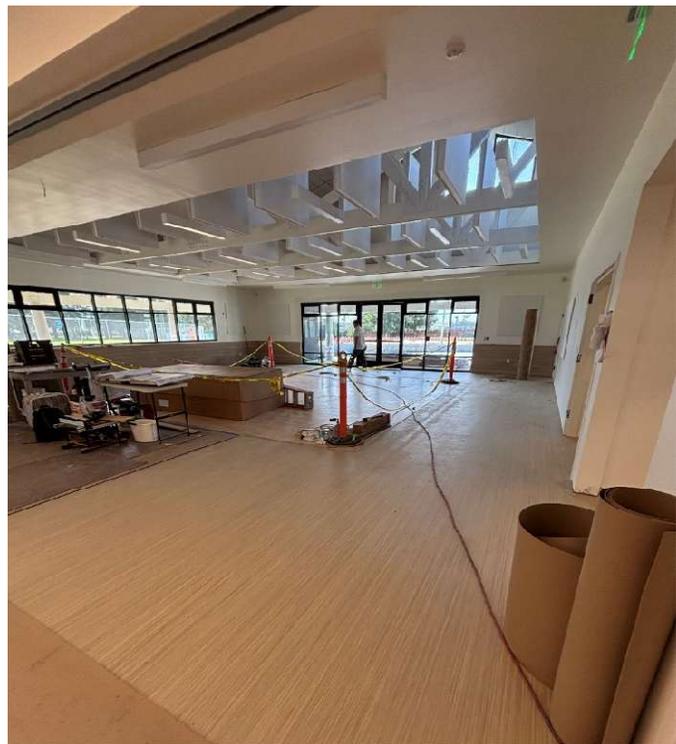


Community Center Interior Improvements

Installation of decorative entry wall feature.



Community Center Interior Improvements
Installation of acoustic ceiling panels in the entry area.



Community Center Interior Improvements
Installation of marmoleum flooring throughout interior spaces.



Community Center Interior Improvements
Kitchen area prior to appliance installation.



Community Center Interior Improvements
Men's restroom nearing completion.



Treasure Cove Playground Infrastructure
Drainage system installation.



Treasure Cove Playground Infrastructure
Concrete forming for walkway installation.



Treasure Cove Playground Infrastructure
Subsurface work and base preparation.



Treasure Cove Playground Infrastructure
Final grading and concrete formwork.



Jade Street Park Restroom Renovation
Restroom facility prior to demolition.



Jade Street Park Restroom Renovation
Demolition of existing restroom interior completed.

Jade Street Site Improvements

Project Progress Update
March 12, 2026



Jade Street Site Improvements

Project Overview

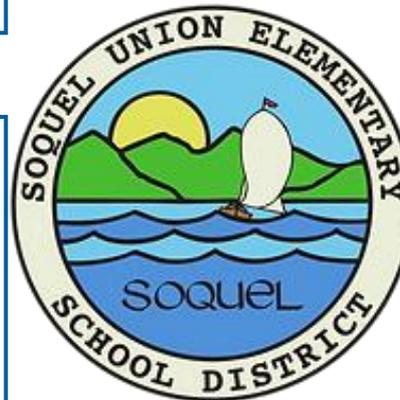


Four coordinated projects

- Community Center Renovation
- Community Center Patio Improvements
- Treasure Cove Inclusive Playground
- Jade Street Park Restroom Renovation

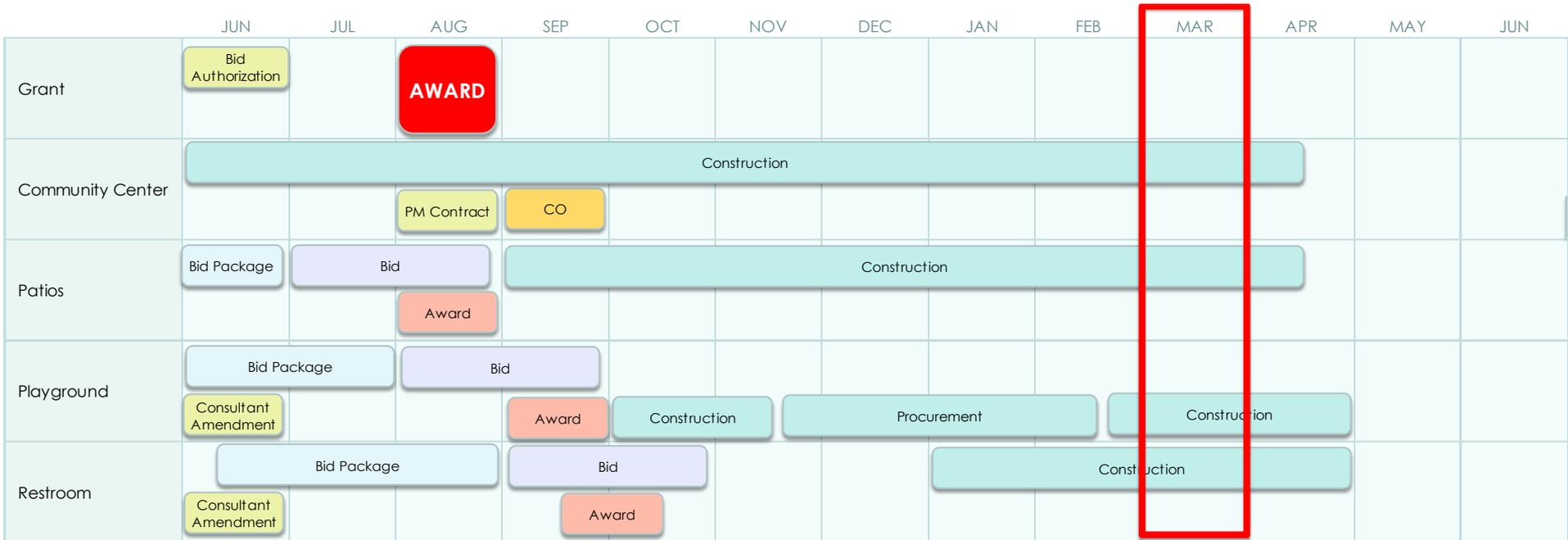
Goals

- Modernize the community center
- Expand outdoor programming space
- Provide inclusive play opportunities
- Improve park facilities



Jade Street Site Improvements

Overall Schedule



Expected completion: **Spring 2026!**

Jade Street Site Improvements

Community Center Renovation & Patio Improvement



Community Center Renovation

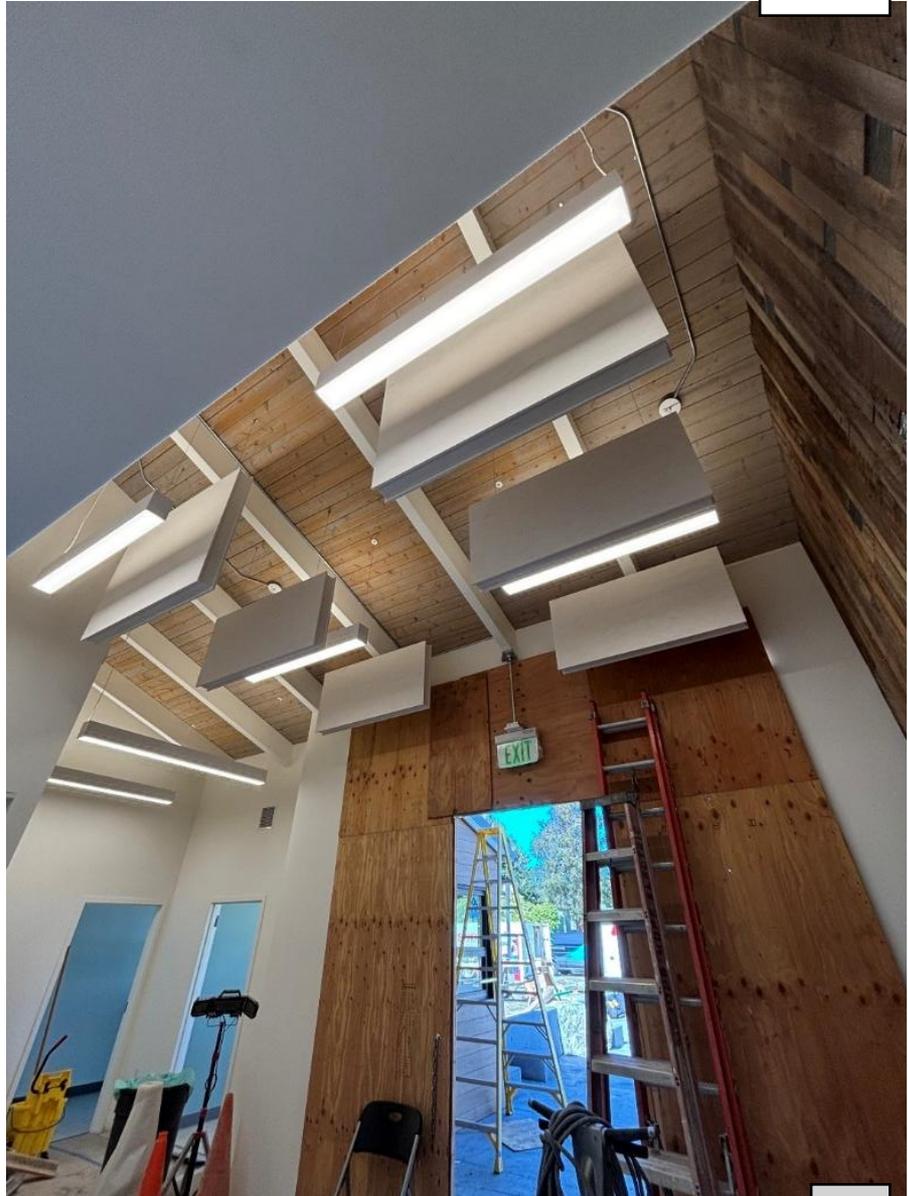
- **Recent Progress**
 - Storefront doors installed
 - Air handler installed
 - Exterior siding ongoing
 - Interior finishes nearing completion
 - Generator incorporated into the project
- **Next Steps**
 - Remaining floor tile
 - Final exterior finishes
 - Inspections and punch list

Patio Improvements

- **Completed / Ongoing**
 - Walkways and retaining walls
 - Storm drain connections
 - Site grading
- **Remaining**
 - Landscaping
 - Final surfaces and site furnishings









Item 9 C.



Jade Street Site Improvements

Treasure Cove Playground



Recent Progress

- Site grading and underground utilities installed
- Drainage infrastructure completed
- Base preparation and concrete walkway forms installed

Next Steps

- Playground equipment delivery and installation
- Safety surfacing installation
- Landscaping, fencing, and site furnishings

Value engineering adjustment

- Removal of southwest seat wall
- Approx. **\$40,000 cost savings**



Item 9 C.

EXISTING PARKING LOT

PRIMARY ENTRANCE

LAWN AREA

ENTRY PLAZA

5-12 PLAY AREA

2-5 PLAY AREA

SLIDE MOUND

SLOPED PATHWAY

SENSORY ZONE

ACCESSIBLE PATHWAY

SECLUDED NOOK

SECONDARY ENTRANCE

DOG WALK PATHWAY

Removed



Item 9 C.



Jade Street Site Improvements

Restroom Renovation



Recent Progress

- Interior demolition completed
- Termite damage identified and building fumigated
- Rafters repaired and end caps installed

Current Work

- Sidewalk demolition
- Structural and exterior repairs

Next Steps

- Plumbing and electrical installation
- Interior reconstruction and finishes

Estimated change orders

- \$15,000

Jade Street Site Improvements

Restroom Renovation – Plumbing Condition



Issue Discovered During Demolition

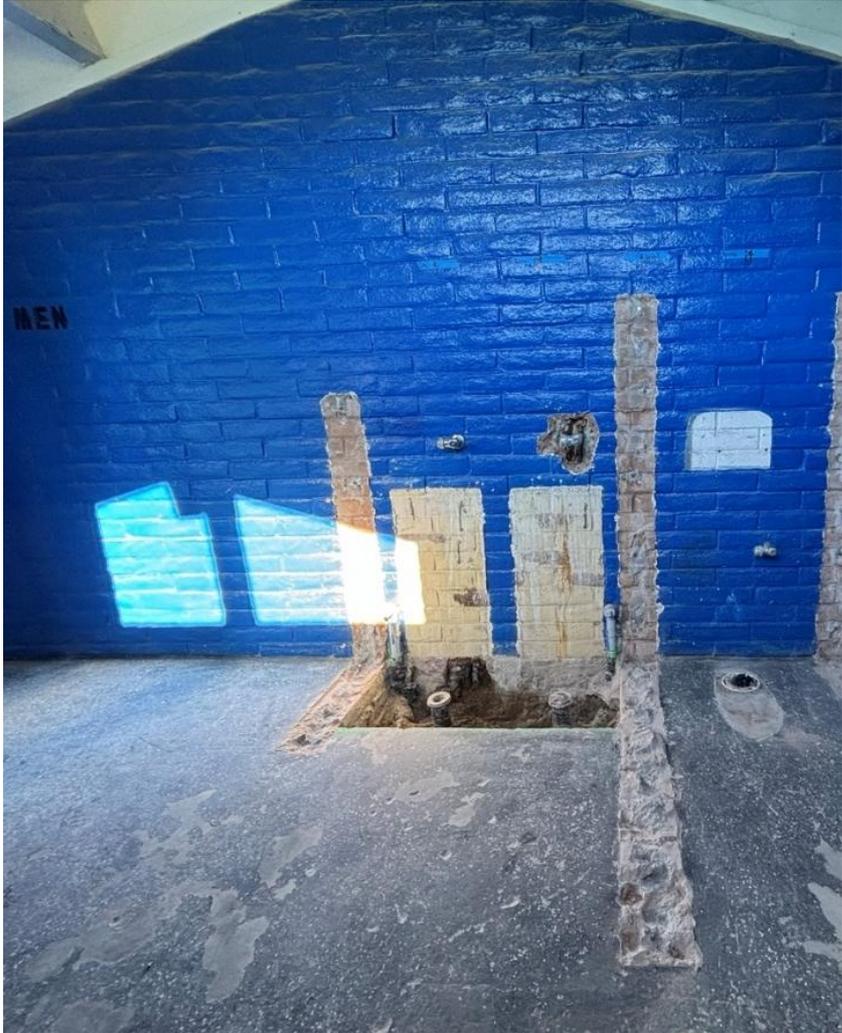
- Existing plumbing was encased in concrete
- No as-built drawings were available
- Pipes could not be adjusted to match the new layout

Resolution

- BLRA completed a redesign of the plumbing layout
- Project will replace aging water and sewer lines
- Schedule Impact: Approximately 4-week delay

Estimated change order

- TBD- Contractor preparing change order for additional work



Feb 6, 2026 at 1:50:
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Feb 6, 2026 at 3:
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Item 9 C.





Jade Street Site Improvements

Budget Status



Total Jade Street Program: \$10.81 million

Community Center – \$6.16 M

Playground – \$2.74 M

Patio –
\$1.13 M

RR –
\$0.54 M

- All projects remain within authorized budgets
- Change orders remain within available contingency
- Final accounting will be presented at project closeout

Jade Street Site Improvements

Next Steps



Upcoming Construction Milestones

- Playground equipment delivery and installation
- Completion of Community Center interior finishes
- Landscaping and final site improvements
- Restroom renovation completion

Final Construction Activities

- Electrical service coordination with PG&E
- Final inspections and punch list work
- Site cleanup and project closeout

Anticipated Completion

- Community Center, Playground, Patio, and Restroom projects are expected to be completed in Spring 2026.
- Tentative ribbon cutting late Spring/early Summer!