

78. Adopt resolutions authorizing a one-time transfer from the restricted General Fund contingencies for emergency road projects to the Road Fund and a loan agreement from the Public Works Fleet Reserve Fund to the Road Fund ()



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Community Development and Infrastructure

Subject: Funding for unmet Community Development & Infrastructure project and equipment needs and reimbursement for internal services in the total amount of \$2,897,850

Meeting Date: June 24, 2025

Formal Title: Adopt resolutions authorizing a one-time transfer from the restricted General Fund contingencies for emergency road projects to the Road Fund and a loan agreement from the Public Works Fleet Reserve Fund to the Road Fund

Recommended Actions

1. Adopt a resolution authorizing a one-time transfer of \$900,000 from the roads restricted General Fund contingencies to the County Road Fund, and
2. Adopt a resolution authorizing a loan agreement for \$1,997,850 plus interest from the Public Works Fleet Reserve Fund to the County Road Fund.

Executive Summary

The Department of Community Development & Infrastructure (CDI) requires additional funding to complete construction of two high priority capital projects, the Green Valley Road Multi-Use Trail Improvement Project and Highway 152/Holohan Road Intersection Project. Additional funding is also needed to fund the emergency repair of two failing culverts, as well as to make an emergency purchase of a traffic sign printer and to reimburse CDI for internal services provided to other departments. To meet these critical needs, CDI recommends the Board of Supervisors (Board) adopt resolutions to authorize the one-time transfer of \$900,000 from the restricted General Fund contingencies for emergency road projects to the County Road Fund, and to authorize a loan agreement of \$1,997,850 plus interest from the Public Works Fleet Reserve Fund to the County Road Fund, to be repaid with interest from CDI franchise vehicle impact fee revenue in Fiscal Years (FY) 2025-26 and 2026-27.

Discussion

The CDI Road Fund (County Road Fund) requires \$2,897,850 in additional funding to cover FY 2024-25 project expenses and an emergency equipment purchase. CDI has identified two funding sources to cover the needed funding: the FY 2024-25 restricted General Fund contingencies set-aside for emergency road projects and Vehicle Impact Fees generated from the County's franchise agreement with GreenWaste Recovery, Inc.

On September 24, 2024, the Board approved the FY 2024-25 Measure K spending plan, which appropriated \$1,000,000 of Measure K revenue to General Fund restricted contingencies for emergency road projects for the 2024-25 winter. Due to a mild winter, only \$50,000 of the contingency funds have been expended to date, leaving a balance of \$950,000 in the fund.

On May 23, 2017, the Board approved a 10-year franchise agreement for recyclables, organics, solid waste collection and recycling processing services with GreenWaste

Recovery (franchise agreement). The franchise agreement implemented a vehicle impact fee to compensate for the impacts of heavy trash trucks on County Roads, which generates \$1,850,000 annually. Because the sufficient amount of vehicle impact fee revenue has not yet been received by CDI, a loan to be repaid with future vehicle impact fee revenue is required to fund the current County Road Fund needs. CDI has identified a sufficient balance exists in the Public Works Fleet Reserve Fund to support a loan of \$1,997,850 to the County Road Fund, which will be repaid when impact fees are received in FY 2025-26 and 2026-27. The FY 2025-26 vehicle impact fee revenue had been allocated to the Buena Vista Road Reconstruction project; if the Board authorizes the requested loan, project delivery would be delayed from Summer 2026 to 2027.

A detailed account of outstanding FY 2024-25 County Road Fund needs is included below; in summary these needs include: \$2,550,000 to complete two high-priority capital improvement projects, \$200,000 to construct two emergency culvert repairs, \$89,850 in unreimbursed work performed by CDI staff at the request of the County Office of Response, Recovery and Resilience, and \$58,000 for the emergency purchase of a traffic sign printer.

Green Valley Road Multi-Use Trail Improvement Project - \$2,100,000

On June 25, 2024, the Santa Cruz County Board of Supervisors approved a contract for the Green Valley Road Multi-Use Trail Improvement Project, totaling \$5,594,627.40. Construction commenced in early July 2024 and is currently ongoing.

This project aims to replace a deteriorating pedestrian trail with a 10-foot-wide, two-way multi-use path extending approximately two miles along Green Valley Road, from Airport Boulevard to Mesa Verde Drive. The path will enhance connectivity for cyclists and pedestrians to key destinations such as schools, parks, transit stops, and employment centers. The project is primarily funded by a \$5 million Clean California Grant secured in 2022.

The grant funding requirements included an expedited 10-month design timeline, which is a very short time for a project of this scope. While the plans met grant stipulations, the fast-tracked plan preparation resulted in a design that did not adequately account for site conditions, particularly concerning grading and drainage. Issues included inadequate base material for the desired path grade and conflicts with existing drainage systems and underground utilities, necessitating field modifications and additional infrastructure. These complications have led to increased costs, with an estimated \$2.1 million in additional funding required to complete the project.

Highway 152 / Holohan Road Intersection Project - \$450,000

On August 8, 2023, the Santa Cruz County Board of Supervisors awarded the Highway 152 / Holohan Road Intersection Project to Precision Grade, Inc. of Salinas, California, for \$2,784,407. This project aims to enhance multimodal transportation by adding a second left-turn lane on Holohan Road and a merge lane on Highway 152. Improvements also include a new traffic signal, bicycle and pedestrian facilities, and drainage upgrades. The intersection currently lacks sufficient capacity and accommodations for all road users. Studies have identified deficiencies in traffic flow and safety, particularly for pedestrians and cyclists. The planned upgrades are designed to alleviate congestion and delays, improve safety, and meet geometric

standards where feasible.

Coordinating improvements within both County and Caltrans rights-of-way has required extensive documentation, approvals, and field oversight. Additionally, long lead times for procuring traffic signal poles and the necessity of night work within Caltrans right-of-way have extended the project timeline and increased costs. As a result, an additional \$450,000 is needed to cover construction and CDI staffing expenses. This funding is essential to complete the project and realize the improvements in safety and efficiency at the intersection.

Emergency Culvert Repairs - \$200,000

Two culverts have failed and require immediate repair to protect public and private property and the motoring public. The first is a trenchless culvert repair near 6320 Graham Hill Road, where a sinkhole has formed due to a failed 330-foot-long 18-inch culvert; without repair the sinkhole will worsen and require lane closures. The second culvert repair is on private property at 7979 Soquel Drive where an 85-foot-long 12-inch metal culvert is failing adjacent to a private structure and within a retaining wall; without repair the failed culvert could impact the integrity of the private structure.

Lompico Emergency Route - \$43,850

The Lompico Emergency Egress Route project formalizes and constructs a 1.6-mile fire escape route for the Lompico Canyon community, providing a critical emergency alternative from the current West Road to Newell Creek Road route. The County is currently working on obtaining easements across multiple properties along the 8,650-foot route. The requested \$43,850 increase restores unreimbursed funds spent by CDI to perform field and engineering work to determine project feasibility and establish initial design.

Boulder Creek Water Quality & Recovery Project Feasibility Study - \$46,000

The Boulder Creek Water Quality and Recovery project would provide a County-maintained centralized sewer system to multiple areas in the Boulder Creek area, addressing issues and needs within the community that have persisted for over 30 years. The project would include expanding the County-maintained sewer system serving County Service Area 7 (CSA-7) to serve additional areas of Boulder Creek, increasing the capacity at the existing Boulder Creek treatment plant, and upgrading the treatment of the collected wastewater to be used as recycled water for irrigation and fire protection. At the request of the County Office of Response, Recovery and Resilience (OR3), CDI engineering staff prepared a comprehensive 115-page Plan of Study as the basis for future grant applications. The requested \$46,000 restores unreimbursed CDI staff time to prepare the study.

Traffic Sign Printer - \$58,000

The County Roads' singular traffic sign printer failed on May 8, 2025, and the division was left unable to fabricate new County traffic signs until the printer could be replaced. An emergency requisition was issued for the purchase in the amount of \$58,000, and an Avery TrafficJet Express was purchased on an emergency-basis. Failure to move forward with an emergency purchase would have resulted in an inability to maintain and install safety sensitive signs along our 600-mile County maintained road network;

hazardous and unsafe roadways lacking proper traffic control devices would have placed the County at risk for future litigation for failing to maintain regulatory signage.

Financial Impact

The FY 2024-25 General Fund Contingency 131375 will reduce by \$900,000 with the transfer of funds to the following funds: County Road Fund 621100 for \$854,000 and to the Administration Fund 601000 for \$46,000.

The Public Works Fleet Reserve Fund 601100 will transfer funds of \$1,997,850 to the following funds: County Road Fund 621100-62330 for \$1,939,850 and Public Works Administration 601000-86204 for \$58,000. Over the next two fiscal years, the County Road Fund will repay the Fleet Reserve Fund for the \$1,997,850 loan plus accrued interest. The loan will be repaid over two (2) fiscal years as such:

- \$1,400,000 in principal payable by June 30, 2026, plus all accrued interest based on the interest rate earned by the County Treasurer's Invest Pool
- \$597,850 payable by June 30, 2027, plus all accrued interest based on the interest rate earned by the County Treasurer's Invest Pool

Strategic Initiatives

Equity Framework - County Facilities & Infrastructure

Operational Plan - Reliable Transportation

Climate Action - Transportation

Submitted By:

Matt Machado, Deputy CEO / Director of Community Development and Infrastructure

Recommended By:

Carlos J. Palacios, County Executive Officer

Artificial Intelligence Acknowledgment:

Artificial Intelligence (AI) did not significantly contribute to the development of this agenda item.

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

RESOLUTION NO. _____

On the motion of Supervisor:
Duly seconded by Supervisor:

The following resolution is adopted:

RESOLUTION AUTHORIZING A LOAN FROM THE PUBLIC WORKS FLEET
RESERVE FUND

WHEREAS, the County of Santa Cruz Board of Supervisors is authorized pursuant to Section 25252 of the Government Code, to transfer money from one fund to another if the Board of Supervisors has authority over said fund; and

WHEREAS, the County of Santa Cruz Department of Community Development and Infrastructure has identified a critical funding need to complete a high-priority capital improvement project: Green Valley Road Multi-Use Trail Improvement project; and

WHEREAS, field conditions encountered during construction required significant field modifications to grading and drainage facilities which are expected to increase the total cost of the project by \$1,997,850; and

WHEREAS, the Public Works Fleet Reserve Fund has an excess of those needed in the current fiscal year budget of at least \$1,997,850.

NOW, THEREFORE, the Board of Supervisors of the County of Santa Cruz resolves and orders that:

Section 1. The Auditor-Controller is directed to transfer funds in the amount of \$1,997,850 from the Public Works Fleet Reserve Fund to County Road Fund.

Section 2. The loan terms may be modified by the County Debt Advisory Committee, including extension of repayment period or other restructuring necessary to accommodate Fleet Reserve Fund cash flow limitations; the loan shall be reflected in County budget schedules and financial reporting as a formal interfund loan.

Section 3. All money transferred to the County Road Fund as described above will be repaid and or replenished, as shown in the below schedule, or as modified and recommended by the Debt Committee, with interest at the rate

Resolution _____

earned on the Treasurer's Investment Pool.

- 1) FY26 Repayment Amount: \$1,400,000 plus all accrued interest payable by June 30, 2026.
- 2) FY27 Repayment Amount: \$597,850 plus all accrued interest payable by June 30, 2027.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this _____ day of _____, 20____, by the following vote:

AYES:
 NOES:
 ABSENT:
 ABSTAIN:

 Chair of the Board of Supervisors

ATTEST: _____
 Clerk of the Board

Approved as to Form:

Signed by:

 5/16/2025
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 Office of the County Counsel

Certificate Of Completion

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Status: Completed

Subject: Complete with Docusign: Resolution Public Work Fleet Reserve Loan to County Road Fund V2.docx

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Natalie Kirkish

Natalie.Kirkish@santacruzcountyca.gov

County Counsel

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Electronic Record and Signature Disclosure:

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Agent Delivery Events

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Envelope Updated

Security Checked

6/13/2025 4:15:55 PM

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Security Checked

6/16/2025 8:53:34 AM

Certified Delivered

Security Checked

6/16/2025 8:59:39 AM

Signing Complete

Security Checked

6/16/2025 9:00:17 AM

Completed

Security Checked

6/16/2025 9:00:17 AM

Payment Events

Status

Timestamps

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: nada.algharib@santacruzcounty.us

To advise County of Santa Cruz of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at nada.algharib@santacruzcounty.us and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to nada.algharib@santacruzcounty.us and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

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- ii. send us an email to nada.algharib@santacruzcounty.us and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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- Until or unless you notify County of Santa Cruz as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by County of Santa Cruz during the course of your relationship with County of Santa Cruz.

**BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA**

Resolution No.

On the motion of Supervisor

Duly seconded by Supervisor

The following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

WHEREAS, the County of Santa Cruz is the recipient of funds, in the amount of \$ 900,000 ,
from General Fund Contingencies ,
for the Public Works Project Overages and Boulder Creek Water Quality & Recovery Feasibility Project program; and

WHEREAS, the above-referenced funds are either in excess of those anticipated or are not specifically set forth in the current fiscal year budget for the County; and

WHEREAS, pursuant to Government Code section 29130(b), such funds may be made available for specific appropriation by four-fifths vote of the Board of Supervisors;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County Auditor-Controller-Treasurer-Tax Collector accept the amount of \$ 900,000 for the Public Works Project Overages and Boulder Creek Water Quality & Recovery Feasibility Project program.

GL Key	GL Object	JL Key	JL Object	Amount	Account Description
621100	42462			854,000	OPERATING TRANSFER IN
601000	42462			46,000	OPERATING TRANSFER IN

and that such funds be and are hereby appointed as follows:

GL Key	GL Object	JL Key	JL Object	Amount	Account Description
621100	62330			854,000	DPW SERVICES-GENERAL MONEY
601000	62330			46,000	DPW SERVICES-GENERAL MONEY
131220	90000			900,000	OPERATING TRANSFER OUT
131375	98700			-900,000	APPROP FOR CONTINGENCIES

PASSED AND ADOPTED BY THE Board of Supervisors of the County of Santa Cruz, State of California, this _____ day of _____, _____ by the following vote (requires four-fifths vote for approval):

AYES:

NOES:

ABSENT:

Chair of the Board

ATTEST: _____
Clerk of the Board

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and that the Revenue(s) (has been)(will be) received within the current fiscal year.

BY:  _____
Department Head

Date: 6/18/2025 _____

COUNTY ADMINISTRATIVE OFFICER / ^x /

Recommended to Board

/ /

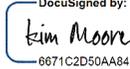
Not Recommended to Board

APPROVED AS TO FORM:

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Office of the County Counsel

APPROVED AS TO ACCOUNTING DETAIL:

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Public Works Department on behalf of
Auditor-Controller-Treasurer-Tax Collector

Distribution:

Auditor-Controller-Treasurer-Tax Collector

County Counsel

County Administrative Officer

Originating Department

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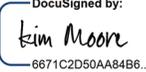
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Signature

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 County Counsel
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Matt Machado
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 Director of Community Development & Infrastructure
 County of Santa Cruz
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 ID: 82550d6a-8dcd-4ff4-b394-1d902bcd64c7

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 County of Santa Cruz, CA
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 (None)

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Intermediary Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
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Envelope Sent	Hashed/Encrypted	6/18/2025 10:43:10 AM
Certified Delivered	Security Checked	6/18/2025 1:57:00 PM
Signing Complete	Security Checked	6/18/2025 1:57:31 PM
Completed	Security Checked	6/18/2025 1:57:31 PM
Payment Events	Status	Timestamps
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All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact County of Santa Cruz:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: nada.algharib@santacruzcounty.us

To advise County of Santa Cruz of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at nada.algharib@santacruzcounty.us and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from County of Santa Cruz

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to nada.algharib@santacruzcounty.us and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with County of Santa Cruz

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to nada.algharib@santacruzcounty.us and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify County of Santa Cruz as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by County of Santa Cruz during the course of your relationship with County of Santa Cruz.