



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
CAPITAL PROJECTS STANDING COMMITTEE MEETING MINUTES  
JUNE 14, 2019 – 1:00PM  
METRO ADMIN OFFICES  
110 VERNON STREET  
SANTA CRUZ, CA 95060**

A regular meeting of the Capital Projects Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, June 14, 2019 at the METRO Admin Offices, 110 Vernon Street, Santa Cruz, CA.

The Committee Meeting Agenda Packet can be found online at [www.SCMTD.com](http://www.SCMTD.com) and is available for inspection at Santa Cruz METRO's Administrative offices at 110 Vernon Street, Santa Cruz, California. \*Minutes are "summary" minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

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- 1 **CALL TO ORDER** at 1:12 PM by Board Chair Bottorff.
- 2 **ROLL CALL:** The following Directors were **present**, representing a quorum:

**Director Ed Bottorff**  
**Director Cynthia Mathews**  
**Director Bruce McPherson**

**City of Capitola**  
**City of Santa Cruz**  
**County of Santa Cruz** *AR 1:43PM*

Alex Clifford  
Julie Sherman

METRO CEO/General Manager  
METRO General Counsel (via phone)

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

Dawn Crummié, SCMTD  
Matt Marquez, SCMTD

D. Kinslow, SCMTD  
Daniel Zaragoza, SCMTD

- 3 **ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**  
None
- 4 **ORAL AND WRITTEN COMMUNICATIONS TO THE CAPITAL PROJECTS STANDING COMMITTEE**  
None.
- 5 **ORAL PARACRUZ FACILITY UPDATE**  
Daniel Zaragoza, Operations Manager, Paratransit Division, provided a brief update on the status of the ParaCruz facility.

Director Mathews asked how long they anticipate the project taking. Mr. Zaragoza replied he anticipates receiving additional information within the next couple of months. She suggested

giving the County Planning Department a heads-up. Mr. Zaragoza noted that the County is aware there is a sense of urgency in addressing this project.

There was no public comment.

**6 REVIEW AND RECOMMEND APPROVAL TO THE BOARD OF THE SCCRTC RAIL CORRIDOR ALTERNATIVE ANALYSIS STUDY SCOPE OF WORK**

Barrow Emerson, Planning and Development Director, spoke to the staff report. In response to Board Chair Bottorff's inquiry, Mr. Emerson noted that we plan to invest our resources in the best available option(s).

There was no public comment.

**ACTION: MOTION TO RECOMMEND APPROVAL TO THE BOARD OF THE SCCRTC RAIL CORRIDOR ALTERNATIVE ANALYSIS STUDY SCOPE OF WORK AS PRESENTED**

**MOTION: DIRECTOR MATHEWS**

**SECOND: DIRECTOR BOTTORFF**

**MOTION PASSED UNANIMOUSLY (Directors Bottorff and Mathews). Director McPherson was absent.**

**7 RECEIVE AND RECOMMEND APPROVAL OF THE 10-YEAR (FISCAL YEAR 2020-29) STRATEGIC BUSINESS PLAN**

Barrow Emerson, Planning and Development Director, spoke to the agenda item, bringing the assembly's attention to the changes reflected in Attachment B.

Regarding page 7B.7, Director Mathews suggested adding the Business Council and other business organizations as appropriate. She also expressed her lack of optimism regarding the availability of additional funding sources.

CEO Clifford said this information will be transitioned to Jayme Ackemann, Marketing, Communications and Customer Service to develop marketing materials and information for public use.

Additional discussion ensued regarding the anticipated cost of a new ParaCruz facility, which will be updated as information is received.

There was no public comment.

**ACTION: MOTION TO RECOMMEND APPROVAL OF THE 10-YEAR (FISCAL YEAR 2020-29) STRATEGIC BUSINESS PLAN AS PRESENTED**

**MOTION: DIRECTOR MATHEWS**

**SECOND: DIRECTOR BOTTORFF**

**MOTION PASSED UNANIMOUSLY (Directors Bottorff and Mathews). Director McPherson was absent.**

**8 ANNUAL PROGRESS IN THE EVOLUTION OF THE FLEET TO ZERO EMISSIONS BUSES**

Barrow Emerson, Planning and Development Director, spoke to the staff report.

Battery technology was discussed. CEO Clifford reminded the assembly that METRO requires battery strength to last 300+ miles per day, including extreme weather and difficult road conditions. We are hopeful that energy capacity will continue to improve. CEO Clifford added that we anticipate the Proterra buses we are receiving next year will go further than previous models.

CEO Clifford spoke to the combined efforts of METRO and our consultant, CTE, regarding the anticipated amount of electricity required to power the fleet and the potential spike to the power grid, which adds to METRO's desire to spread charging throughout the day to take advantage of lower rates.

Erron Alvey, Purchasing & Special Projects Director, added commentary regarding the cost and work associated with the installation of the transformer, etc. to ready our system for the charging systems and the interactions with Monterey Bay Community Power and PG&E. METRO is planning for near future and some growth power requirements.

*Director McPherson Arrived at 1:43PM*

Chair Bottorff inquired as to the anticipated cost of charging stations required as the fleet size increases with a desire to manage future growth/requirements. Ms. Alvey responded we plan to initially install ten bays that will support eight buses simultaneously. After the tenth bus, we will need to examine redesigning the yard, canopy design, etc.

The reality is this discussion will continue throughout the coming years.

There was no public comment.

**ACTION: MOTION TO FORWARD THE ANNUAL PROGRESS IN THE EVOLUTION OF THE FLEET TO ZERO EMISSIONS BUSES TO THE FULL BOARD AS PRESENTED**

**MOTION: DIRECTOR MATHEWS**

**SECOND: DIRECTOR BOTTORFF**

**MOTION PASSED UNANIMOUSLY (Directors Bottorff, Mathews and McPherson).**

**9 ORAL PACIFIC STATION UPDATE**

Alex Clifford, CEO/General Manager, provided a verbal update on the status of Pacific Station discussions with the City of Santa Cruz (City) and grant timelines to meet the anticipated associated costs.

Mr. Emerson noted there have been discussions between the City and METRO entertaining the possibility of engaging a third party grant writer who could look at the broader options. Director Mathews recommended consideration of Joe Hall.

Chair Bottorff cautioned against ignoring local politicians and their ties to possible funding sources. He recommended METRO reach out to all our local politicians. He will work with CEO Clifford to write letters to our politicians.

There was no public comment.

**10 ADJOURNMENT**

Board Chair Bottorff adjourned the meeting at 2:19PM.