

**Peninsula Corridor Joint Powers Board  
Board of Directors Meeting  
1250 San Carlos Avenue, San Carlos CA 94070**

**MINUTES OF APRIL 4, 2019**

**MEMBERS PRESENT:** G. Gillett (Chair), J. Bruins, C. Brinkman, C. Chavez, D. Davis, D. Pine, C. Stone, S. Walton

**MEMBERS ABSENT:** R. Collins

**STAFF PRESENT:** J. Hartnett, C. Mau, J. Cassman, T. Bartholomew, M. Bouchard, J. Brook, A. Chan, D. Hansel, B. Fitzpatrick, G. Fleming, C. Fromson, J. Funghi, C. Gumpal, D. Hansel, J. Lipps, S. Petty, D. Seamans, S. van Hoften

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chair Gillian Gillett called the meeting to order at 10:07 a.m.

**ROLL CALL**

District Secretary Dora Seamans called the roll and confirmed all present, with the exception of Director Ron Collins who was absent.

**SWEARING IN**

Director Shamann Walton was sworn in as a new member to the JPB Board of Directors representing the City and County of San Francisco.

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Kyle Barlow, San Francisco, commented on increasing bike capacity on electric trains.

Shirley Johnson, San Francisco, commented on the slides not shown on the projector and commented on increasing bike capacity on electric trains.

Cara Dodge, San Jose, commented on increasing bike capacity on electric trains.

Scott Yarbrough, San Francisco, commented on bike spaces on trains.

Karen Camacho, San Mateo, commented on the housing crisis and commercial development.

Roland Lebrun, San Jose, discussed the new high speed rail design in France as an example and commented on Stadler Rail.

Adina Levin, Friends of Caltrain, commented on capital planning, funding, Measure B and the Caltrain Business Plan.

Jeff Carter, Millbrae, welcomed new Board member Director Shamann Walton and commented on the bike space issue on Caltrain.

### **CONSENT CALENDAR**

Motion/Second: Bruins, Stone

Ayes: Brinkman, Bruins, Chavez, Stone, Walton, Pine, Gillett

Absent: Collins, Davis (temporarily absent and returned at 11:06 a.m.)

Noes: None

- a. Approved Special Meeting Minutes of March 7, 2019
- b. Approved Meeting Minutes of March 7, 2019
- c. Accepted Statements of Revenues and Expenditures for February 2019
- d. Received Key Caltrain Performance Statistics – February 2019- (Board requested item removed from Consent Calendar)
- e. Received State and Federal Legislative Update
- f. Received Caltrain Business Plan Monthly Update
- g. Approved Resolution No. 2019-12, Approved Revisions to the Peninsula Corridor Joint Powers Board Procurement Policy
- h. Approved Resolution No. 2019-10, Awarded Contract for State Legislative Advocacy Services
- i. Approved Resolution No. 2019-09, Awarded Contract for Federal Legislative Advocacy Services

### **RECEIVED KEY CALTRAIN PERFORMANCE STATISTICS – FEBRUARY 2019**

Removed from Consent calendar

Michelle Bouchard, Chief Operating Officer, Rail provided a report and confirmed that there has been a reduction in average weekday ridership over the course of the past two months in addition to the reduction in ridership from the weekend tunnel closures. Several factors may have contributed to this reduction in ridership including very wet weather, residual impacts from fare adjustments, peak period train capacity constraints, overall economic cooling. Staff will continue to monitor all potential causes for weakening ridership trends particularly as the budget season kicks off.

Ms. Bouchard also mentioned that this new methodology makes use of historical ticket sales, the annual counts and triennial survey data for ticket usage. She noted that the methodology will be calibrated on a periodic basis. The presentation can be found on the Caltrain website link provided here:

[http://www.caltrain.com/Assets/\\_Agendas+and+Minutes/JPB/2019/2019-04-04+JPB+Performance+Statistics.pdf](http://www.caltrain.com/Assets/_Agendas+and+Minutes/JPB/2019/2019-04-04+JPB+Performance+Statistics.pdf)

The Board suggested that staff look at other transportation connectivity; take a deeper look at public transfers from each of the stations and potential business opportunities with other agencies.

Ms. Bouchard and staff provided further clarifications in response to Board comments and questions.

Public Comment

Jeff Carter, Millbrae, commented on the decrease in day passes and monthly passes.

Andy Chow, Redwood City, commented on the ridership drop.

Roland Lebrun, San Jose, commented on the cost of transportation and the market.

Adina Levin, Friends of Caltrain, expressed concern on the income level of riders and service connection.

Drew commented on shuttle service and the weather.

**RECEIVE CALTRAIN BUSINESS PLAN MONTHLY UPDATE**

Public Comment

Marie Blankley, Gilroy, commented on Measure B and requested increased Caltrain Service.

Edith Ramirez, Morgan Hill, requested more Caltrain service and commented on safety and grade separation.

The Board requested that staff follow up on this issue with Caltrain services in South County and suggested that this subject to be included on a future agenda.

**REPORT OF THE CHAIR**

The Board wished Director Chavez a Happy Birthday. Chair Gillian Gillett announced that the Local Policy Maker Group (LPMG) met and the meeting notes are in the packet; the meetings are now being recorded on video as well as audio and are available on the website. The Board requested that staff include the LPMG Committee as an item on the future agenda to understand the body of the Committee.

Chair Gillett commented that the appointments to the standing committees were announced during the last meeting; the Finance Committee will meet in May and report to the Board at the June meeting; there is a similar timeline for the Policy Committee. The Board questioned the TBD (to be determined) on the roster for each of the counties on the LPMG agenda and if these representatives should be identified. Chair Gillett agreed and responded that Director Walton will represent San Francisco County

### **REPORT OF THE CITIZENS ADVISORY COMMITTEE**

Brian Shaw, Chair of the Citizens Advisory Committee, reported details on the recent Citizens Advisory Committee. He noted that a vacancy exists from San Francisco County, applications have been received, and he will provide Chair Gillett with recommendations. Chair Gillett noted that Director Walton would also be involved with recruitment.

### **REPORT OF THE EXECUTIVE DIRECTOR**

Jim Hartnett, Executive Director, said this report is in the reading file. Mr. Hartnett also provided a summary of highlighted items on the report that included the survey on the South Santa Clara service. Mr. Hartnett provided timelines of the different phases and funding sources for increased service. Mr. Hartnett noted that the 1/8 sales tax results will be included as an item for discussion on the May agenda. He also provided a report on the Transbay Joint Powers meeting that was held in March.

### **Peninsula Corridor Electrification Project (PCEP) Monthly Report for February 2019**

John Funghi, CalMod Chief Officer, provided a monthly report on the status of the Electrification project; the report includes the progress of the Electrification, Supervisory Control and Data Acquisition (SCADA), and Tunnel Modification components. The report can be found on the Caltrain website link provided here:

<http://www.caltrain.com/Assets/Caltrain+Modernization+Program/Documents/MPR/2019-02+February+2019+Monthly+Progress+Report.pdf>

Public Comment on Item#7 Report of the Citizens Advisory Committee

Scott Yarborough, San Francisco, commented on the CAC concept and requested drawing cars to understand the full concept.

Adina Levin, commented on the study and the issue with changes to governance

Director Chair Stone left at 11:29 a.m.

### **Monthly Report on Positive Train Control (PTC) System**

Ms. Bouchard provided a report on the Caltrain Positive Train Control Project; highlights of the report include project schedule and major milestones for the Caltrain PTC Implementation, major Wabtec activities that include continued installations of equipment on Caltrain locomotives and cab cars and continued testing; other key activities for the month of March include completion of phases and continued coordination efforts with Electrification and EMU programs.

Ms. Bouchard and staff provided further clarifications in response to Board comments and questions.

Public comment

Scott Yarborough, San Francisco, passed out handouts and commented that trains need more bike capacity.

Director Stone returned at 11:38 a.m.

Roland Lebrun commented on Caltrain services on Gilroy.

Adina Levin commented on Caltrain Business Plan and investment.

**AWARD OF CONTRACT FOR ON-CALL CONSTRUCTION MANAGEMENT SERVICES FOR PENINSULA CORRIDOR ELECTRIFICATION PROJECT**

Mr. Funghi, CalMod Chief Officer, recommended award of contract to Jacobs Project Management of Oakland for Award a contract to Jacobs Project Management to provide on-call construction services for the Peninsula Corridor Electrification Project for a five-year term at the negotiated rates specified in the contract.

Ms. Funghi and staff provided further clarifications in response to Board comments and questions.

Approved by Resolution 2019-11

Motion/Second: Brinkman, Pine

Ayes: Brinkman, Bruins, Chavez, Davis, Stone, Walton, Pine, Gillett

Absent: Collins

Noes: None

**UPDATE ON CONSTRUCTION OF 25<sup>TH</sup> AVENUE GRADE SEPARATION**

Gary Fleming, Director Capital Program Delivery, provided an update on the Construction of 25<sup>th</sup> Avenue Grade Separation. Mr. Fleming said the construction of the 25<sup>th</sup> Avenue Grade Separation project has been ongoing since October 2017 and in January 2018, the project was impacted by delays in the relocation of the Third Party Fiber Optic duct bank within the project limits; the project schedule has been rebaselined and construction, including the relocation of the remaining utilities, continues in the field. Staff also noted that the construction contract was awarded to Shimmick Disney, a JV, in July 2017; construction has been ongoing since October 2017, and is currently scheduled to be completed in October 2020; the project is funded by a combination of San Mateo County Transportation Authority, City of San Mateo, California High Speed Rail and California Public Utilities Commission funds. The presentation can be found on Caltrain website link provided here:

[http://www.caltrain.com/Assets/\\_Agendas+and+Minutes/JPB/2019/2019-04-04+JPB+Board+presentation+25th+grade+ave.pdf](http://www.caltrain.com/Assets/_Agendas+and+Minutes/JPB/2019/2019-04-04+JPB+Board+presentation+25th+grade+ave.pdf)

Mr. Fleming and staff provided further clarifications in response to Board comments and questions.

**Public Comment**

Roland Lebrun, San Jose, commented on his letter regarding safety issues on the grade separation on (25<sup>th</sup> Avenue) and the relocated Hillsdale station.

Drew commented on the south side of the Hillsdale Station.

Jeff Carter, Millbrae, commented on ownership of Union Pacific and Hillsdale station bus connection.

Adina Levin, Friends of Caltrain, commented on the strategy of the corridor and capital needs.

### **CORRESPONDENCE**

Correspondence received was included in the packet and posted to the agency's website.

### **BOARD MEMBER REQUESTS**

Director Stone (as requested earlier) would like the LPMG Committee as an informational item to be included on future agendas.

The Board meeting recessed to closed session at 12:17 p.m.

### **GENERAL COUNSEL REPORT**

Director Walton left at 12:45 p.m.

Joan Cassman, Legal Counsel, stated the Board would meet in closed session to discuss the following matters:

- a. Closed Session: Conference with Legal Counsel – Existing  
Litigation Pursuant to Government Code Section 54956.9(d) (1):  
Santa Clara Valley Transportation Authority v. Alves  
Alongi Properties, LLC, et al. Santa Clara Superior Court,  
Case No. 17CV316097
- b. Closed Session: Conference with Legal Counsel – Existing  
Litigation Pursuant to Government Code Section 54956.9(d) (1):  
Silverstein v. Transit America Services, Inc., et al.,  
San Mateo County Superior Court 18-CIV-01961

The meeting reconvened into open session at approximately 12:45 pm.

Ms. Cassman stated that the Board provided appropriate direction and authority to legal counsel on the two closed session items and noted that there were no reportable actions.

**DATE/TIME OF NEXT REGULAR MEETING: THURSDAY, MAY 2, 2019 AT 10:00 A.M.  
SAN MATEO COUNTY TRANSIT DISTRICT ADMINISTRATIVE BUILDING, 2<sup>ND</sup> FLOOR,  
1250 SAN CARLOS AVENUE, SAN CARLOS, CA 94070**

Chair Gillett announced that the next meeting would be held on Thursday, May 2, 2019 at 10 a.m.

### **ADJOURN**

The meeting was adjourned at 12:47 p.m.

An audio/video recording of this meeting is available online at [www.caltrain.com](http://www.caltrain.com). Questions may be referred to the Board Secretary's office by phone at 650.508.6279 or by email to [board@caltrain.com](mailto:board@caltrain.com).