

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

**Minutes of May 4, 2023**

**Members Present:** P. Burt, C. Chavez, R. Mueller arrived at 9:06 am, R. Medina, S. Heminger, M. Zmuda, D. Davis, J. Gee  
**Members Absent:** S. Walton  
**Staff Present:** M. Bouchard, J. Harrison, T. Bartholomew, C. Fromson, J. Hogan, P. Shrestha, D. Seamans, M. Tseng

**1. Call to Order / Pledge of Allegiance**

Chair Jeff Gee called the meeting to order at 9:00 am and Director Burt led the pledge of allegiance.

**2. Roll Call**

District Secretary, Dora Seamans, called the roll and confirmed a Board quorum was present.

**3. Consideration of requests, if any, of Directors to participate remotely due to Emergency Circumstances** – There were no requests made.

**4. Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Gov. Code § 54956.9(d)(2): (One case)**

**5. General Counsel Report – Report Out from Above Closed Session**

*The Board convened in closed session at 9:05 am and reconvened in regular session at 9:45 am.*

General Counsel James Harrison stated there was no action to report.

**6. Public Comment for Items Not on the Agenda**

Jeff Carter opined on the need for distance-based fares and referenced ACE (Altamont Corridor Express) in the East Bay and Metrolink. He wants to see the new equipment and provided the example of a prior open house in San Francisco.

Adina Levin, Friends of Caltrain and Seamless Bay Area, commented on the polling that was published for a regional funding measure for public transportation.

**7. Report of the Executive Director**

- A presentation from Balfour Beatty to be provided during electrification project update
- Electrification project is ramping up with transition from operations to maintenance
- Moving forward with tree assessment and met with both CSCG (Caltrain Staff Coordination Group) and LPMG (Local Policy Makers Group) to emphasize safety, risks, and the importance of planning for future severe weather patterns

- TASI (TransitAmerica Services, Inc.) moving quickly with four-car consist that helps provide reduced maintenance and fuel use as well as ensuring two bike cars and one ADA (Americans with Disabilities Act) car
- BART (Bay Area Rapid Transit) announced schedule changes in September and staff will work with BART to improve communication, cooperation, and coordination on schedule changes and with the goal to retain connections at the Millbrae station
- Co-sponsoring Bike to Wherever Month to encourage and support the use of bikes to access the system; cyclists make up about 20 percent of our ridership
- CARB (California Air Resources Board) passed in-use locomotive regulation last week; kudos to staff working with CARB staff and the California Transit Association to ensure an alternative pathway for compliance
- Electrification Project - committed to a zero-emission future and support the State's efforts to reduce emissions and improve air quality
- Introduced Kate Jordan Steiner, new Chief Financial Officer

The Board members had a discussion and staff provided further clarification in response to the Board comments and questions, which included the following:

- BART's schedule change and staff's relationship with both agency's counterparts
- BART's collaboration with schedule change

#### Public comments

Aleta Dupree supported the four-car concepts and commented on BART's schedule change with the need for 20-minute frequencies.

Adina Levin commented on close collaboration and alignment at the Millbrae station transfer from a rider perspective.

Jeff Carter commented on the importance of coordinated transfers and fares. He mentioned that he cannot always clearly hear announcements at the Millbrae station.

Adrian Brandt commented on Europe using different length EMUs (electric multiple unit) trainsets for off-peak and low ridership periods. He also commented on a letter included in the agenda packet concerning the gates staying down at San Mateo station.

## **8. Consent Calendar**

8.a. Meeting Minutes of March 29, 2023

8.b. Meeting Minutes of April 6, 2023

8.c. Renew Findings of an Emergency Regarding the North Channel Embankment of the San Francisco Creek Bridge Due to Erosion Pursuant to Public Contract Code §22050

8.d. Accept Statement of Revenues and Expenses for the Period Ending March 31, 2023

8.e. Amend and Increase the Fiscal Year 2023 Caltrain Capital Budget by \$171,941 from \$127,204,412 to \$127,376,353 to Receive Additional Funding in Support of the Middle Avenue Undercrossing Project

- 8.f. Authorize Execution of an Eighteen-Month Lease Extension at 2121 South El Camino Real in San Mateo to Support the Caltrain Modernization Program
- 8.g. Authorize an Amendment to the On-Call Transportation Planning and Consultant Support Services Contracts
- 8.h. Authorization to Execute a Master Agreement with the California Department of Transportation for Federally Funded Projects
- 8.i. Authorization of the Execution of a Fund Transfer Agreement for and Receipt of State General Fund for the Caltrain Crossing Optimization Project
- 8.j. Award of Contract for Preliminary Engineering Design Services for the South Linden Avenue and Scott Street Grade Separation Project
- 8.k. Award of Contract for Construction Manager General Contractor Pre-Construction Services for the Mountain View Transit Center Grade Separation and Access Project
- 8.l. Authorize Use of Construction Manager General Contractor (CMGC) Project Delivery Method Pursuant to Public Utilities Code Section for the Rengstorff Avenue Grade Separation Project
- 8.m. Authorize Amendment of Cooperative Agreement between JPB, VTA, and ACE to Accept Funds from ACE for Guadalupe River Bridge Replacement Project and to Extend Term of Agreement
- 8.n. Authorize the Executive Director to Execute a Service Agreement (Agreement) with the City of Menlo Park for Activities Undertaken in Support of the Middle Avenue Undercrossing Project
- 8.o. State and Federal Legislative Update and Approval of Legislative Proposal: Support Assembly Bill (AB) 463 (Hart)

Motion/Second: Davis/Medina

Ayes: Burt, Chavez, Heminger, Medina, Mueller, Zmuda, Davis, Gee

Noes: None

Absent: Walton

## **9. Asian American and Pacific Islander Heritage Month**

Tasha Bartholomew, Media Relations Manager, provided the resolution and highlights included the following:

- First Japanese immigrants arrived in the United States on May 17, 1843
- First transcontinental railroad was completed on May 10, 1869
- Asian Americans and Pacific Islanders make up 28 percent of Caltrain ridership
- Joint Powers Board adopted a resolution in support of diversity, equity, inclusivity, and antiracism in July 2021

Chair Gee thanked staff for the presentation and recognized that Caltrain as an inclusive organization.

Motion/Second: Chavez/Burt

Ayes: Burt, Chavez, Heminger, Medina, Mueller, Zmuda, Davis, Gee

Noes: None  
Absent: Walton

Public comment

Aleta Dupree appreciated resolution and echoed sentiment of Caltrain being inclusive.

Director Burt noted that first Japanese immigrants in 1893 predated a lot of events in California history and appreciated the context.

Items 10 and 11 were heard together as related items.

**10. Award of Contract for Shuttle Services for the Bayshore Station Painting Project\* and**

**11. Authorization to Increase the Contract Contingency from 10% to 30% for the Bayshore Station Painting Project**

Robert Barnard, Deputy Chief of Design and Construction, provided the presentation, which included the following:

- Noted correction to staff report and presentation in the amount of \$206,688
- Due to corrosion on the stairs and elevator towers, this is also a structural rehabilitation project
- Reviewed the scope of work and still need access to and from the southbound platform
- Shuttle service for riders for an estimated 90 days to accommodate the needed work; no impact to operations and enhances safety of doing work

The Board had a robust discussion on shuttle service costs, duration, needs, and alternatives and staff provided further clarification in response to the following Board comments and questions regarding the following:

- Daily ridership metrics and costs associated for shuttle service
- Determination to keep station open and Title VI analysis for temporary closure
- Alternative transportation options and associated costs

Motion/Second: Chavez/Zmuda for both items 10 and 11 with requests made by the Board relative to information for future actions

Ayes: Burt, Chavez, Heminger, Medina, Mueller, Zmuda, Davis, Gee

Noes: None

Absent: Walton

**12. Fiscal Year 2024 and Fiscal Year 2025 Preliminary Operating and Capital Budgets**

Kathleen Kelly, Interim Chief Financial Officer, provided the presentation, which included the following information:

- Feedback and summarized recommendations from the Board Workshop on the Preliminary Capital Budget

- Provided preliminary operating budgets summary with projected revenues to go up, reimbursement of Measure RR funds, and increase in interest income related to TIRCP (Transit and Intercity Rail Capital Program) funding
- TASI contract savings related to negotiations of the new contract
- More Stadler cars contingent on available Federal funds with \$44 million local match
- Caltrain fares achieve approximately 45 percent recovery with no fare increase
- Looking at ways to attract and maintain riders for GoPass
- Funding from partnering agencies at about \$5 million each
- Biggest expense is rail operator service (TASI) and the Overhead Catenary System (OCS)
- Operating Reserve Policy indicates maintaining 10 percent but strive for 15 percent of operating budget
- Capital Reserve - \$20 million available for capital projects and continued refinement

The Board members had a discussion and staff provided further clarification in response to the following Board comments and questions regarding the following:

- Decision on fuel hedging and how it changes with decrease in fuel usage
- Getting multi-year contracts for electricity usage
- Build staff team with OCS and TPS (Traction Power Substation) in engineering and maintenance expertise
- Revenue comparisons – use 2019 as baseline and a point of comparison
- Ways to drive GoPass participation; reduce parking fees at train stations for more use
- Capital Reserve Policy, fare revenue forecast, trends, and justification for current numbers

*Director Mueller left at 11:23 am*

#### Public comments

Jeff Carter commented tariff rates are expensive if electricity costs are locked in the PG&E (Pacific Gas & Electric Company) and appreciated fuel hedging.

Adrian Brandt commented on electricity versus fuel costs, contacting SFPUC (San Francisco Public Utilities Commission) for electricity at cost, and EMU regenerative breaking.

Adina Levin commented on the opportunity for all agency transit pass to pick up employers that in the past would not have considered GoPass.

Aleta Dupree said electricity runs cheaper than diesel fuel and supported electricity usage.

Chair Gee asked partner agencies to continue to work with them on member contributions and hopefully look for something multi-year.

**13. Capital Improvement Plan (CIP) Project Initiation** - deferred due to time constraints.

**14. Peninsula Corridor Electrification Project (PCEP) Monthly Progress Report**

Executive Director Bouchard noted that Pranaya Shrestha, CalMod Chief Officer, and will be joined with Mark Konchar, Balfour Beatty Infrastructure Inc. (BBI) Senior Vice President and Managing Director of US Rail Operations and Keith McCoy, new Senior Vice President of Operations and Program Director during presentation.

Pranaya Shrestha, CalMod Chief Officer, provided the following information:

- Summarized project highlights and completing weather impact work by September 2023
- One reported injury from January through March and top risk remains the Overhead Contact System (OCS) installation
- Summary of OCS production with load bank testing and short circuit testing this month
- Addressing document control as part of quality assurance

Casey Fromson, Chief Communications Officer, provided updates on:

- Weekend shutdowns recap and no weekend shutdowns from May to July.
- Bring electric trains out for public to see in the summer and customer communications

*Director Burt left at 12:34 pm*

Pranaya Shrestha, CalMod Chief Officer, introduced Mark Konchar and Keith McCoy with Balfour Beatty, who provided the following information:

- Addressed performance, importance of project, core organizational belief, and summarized what was heard regarding project
- Noted the need to earn back trust and deliver on promises and commitments
- Have roadmap updates every two weeks and they added 18 critical staff people since March 6th and had four key leadership changes in quality control
- Reviewed what has been done to resolve document control structure and issues and resolved and improved materials management issue
- Summarized BBII's philosophy and next steps, including steps to increase OCS production

The Board members had a discussion and staff provided further clarification in response to the following Board comments and questions regarding the following:

- Appreciation for words of contrition, apology, and transparency
- Importance of dates for interim milestones and list of Top 10 Items
- Concern with wires and the average needed to be pulled
- Balfour Beatty Chairman to speak virtually in June

#### Public comments

Jeff Carter thanked staff for tour of new electrification trains as a way to build ridership.

Doug DeLong, Mountain View resident, expressed concern for the need to have PG&E de-energize some of their wiring to put up the last few poles in certain locations and the scheduling for getting the construction done.

Paul Wendt expressed interest in details of short circuit testing.

Aleta Dupree commented seeing less than 20 poles to finish and supported bringing in diverse talent to help.

Adrian Brandt commented wanting to see quantitative details.

Adina Levin commented on software that enables online schedule data in Google Maps and apps for customer communication.

*Director Burt left at 12:34 pm*

## **15. Reports**

### **15.a. Report of the Citizens Advisory Committee**

Brian Shaw, CAC Chair, provided an update on CAC discussions, which included the following:

- Three members are up for reappointment or for replacement
- Members who are terming out have been notified and may reapply
- Several comments received about the schedule change and the need to have information posted at stations

Due to time constraints, the following items were not heard:

### **15.b. Report of the Chair**

### **15.c. Report of the Local Policy Maker Group (LPMG)**

### **15.d. Report of the Transbay Joint Powers Authority (TJPA)**

## **16. Correspondence**

## **17. Board Member Requests**

## **18. Date/Time of Next Regular Meeting: Thursday, June 1, 2023 at 9:00 am.**

The meeting will be accessible via Zoom and in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

## **19. Adjourn**

Meeting adjourned at 12:44 pm.