

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

Minutes of September 7, 2023

Members Present: P. Burt, C. Chavez (arrived at 9:16 am), S. Heminger, R. E. Medina, R. Mueller (arrived at 9:10 am), S. Walton, M. Zmuda (arrived at 9:10 am), D. Davis (Vice Chair), J. Gee (Chair)

Members Absent: None

Staff Present: T. Bartholomew, M. Bouchard, D. Chazan, C. Fromson, J. Harrison, M. Louie, K. McCoy (Balfour Beatty), D. Ryan, D. Seamans, B. Shaw, P. Shrestha, B. Thompson, M. Tseng

1. **Call to Order/ Pledge of Allegiance** - Chair Jeff Gee called the meeting to order at 9:00 am and Director Heminger 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. **Closed Session: Conference with Legal Counsel – Pending Litigation (Gov. Code § 54956.9(d)(1)) [Abel Cuevas v. Peninsula Corridor Joint Powers Board, Santa Clara County Superior Court, Case No.: 21CV385375].**

The Board went into closed session at 9:01 am and reconvened into regular session at 9:32 am

5. **General Counsel Report** – James Harrison, General Counsel, stated there were no reportable actions.
6. **Public Comments for Items Not on the Agenda**
Jeff Carter commented on a big rig stuck on tracks resulting in trains being annulled, trains were annulled again days later, and hoped to avoid potential delays as much as possible.
7. **Report of the Executive Director** - Executive Director Michelle Bouchard’s report included the following:
 - September is both Rail Safety and Suicide Prevention month and Transit Month
 - Hosting an electric train event in San Francisco on September 23rd
 - Socialize an electric train schedule to operate commencing with revenue service; held a series of public meetings, that included all committees, to outline terms of initial service
 - Commencing service of the fourth train to Gilroy on September 25th
 - Aligning the schedule Bay Area Rapid Transit District (BART) trains at Millbrae station

- Temporary weekend shutdowns for the rest of the year for the electrification program
- New fare promotions: 3-Day Pass geared toward the 3-day per week worker, Family Day Pass, and a Group Day Pass; one dollar one-way Youth fare to build future markets; all can be purchased on the mobile app or ticket vending machines beginning September 1st and 50 percent parking fee discount at all stations promotion to help promote ridership
- Working closely with Metropolitan Transportation Commission (MTC) on the BayPass (regional institutional pass) to grow ridership and outlined of second phase of the pilot
- Received \$80 million from the State of California to pilot BEMU (battery electric multiple unit) to replace the diesel fleet and become zero emissions

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

- Concerned with low ridership with current service profile of over a hundred trains a day
- Strategic Financial Plan shows balanced budget at 104 trains for next two years; need more time and train service data to better understand ridership
- Regional work on the possibility of securing a regional measure in FY (fiscal year) 2026
- Use the charts from the reports for feedback and future performance; report total numbers for ridership changes and quantify costs associated with weekend shutdowns

Casey Fromson, Chief Communications Officer, reported the following:

- Overall service change on September 25th adjusting service to meet up with systems such as BART as well as adjusting South County service in Santa Clara County
- Feedback from over 1,500 residents on where train slots should be located for the September 25th event in Gilroy; variety of promotions included digital, geo targeting, and working with the cities to help spread through their networks

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

- Fourth train added to help increase ridership
- Need more State and Federal Government funding for regional transportation operations

Public comments

Jeff Carter supported State and Federal funding, talked about taking a special train to San Jose that was a little crowded, and hoping for a successful event in San Francisco.

Director Burt expressed concerns with the on-time performance at 87 percent and late trains more than doubled. Ms. Bouchard indicated she would follow up.

8. Consent Calendar

8.a. Meeting Minutes of August 3, 2023

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

- 8.c. Accept Statement of Revenues and Expenses for the Period Ending July 31, 2023
- 8.d. Authorize Rejection of Proposal for On-Call Soil and Hazardous Waste Environmental Compliance Planning and Support Services and Re-Solicit of RFP (Request for Proposal)*
- 8.e. Amendment 1 to Contract with Bell Burnett & Associates to Provide Additional Scope and Capacity for Financial Strategy Planning Consulting Services*
- 8.f. Amend and Increase the Fiscal Year 2024 Caltrain Capital Budget by \$5,292,413 from \$510,153,014 to \$515,445,427 and Delegate Authority to Amend Capital Budget Under Specified Circumstances
- 8.g. Adopt Declaration of Official Intent to Reimburse Prior Expenditures

Director Chavez commented wanting contracts to be embedded in any documents requiring a vote. James Harrison, General Counsel, confirmed the policy to include contracts to the extent the negotiations have concluded or drafts of contracts when negotiations are still underway in the reading file. In addition, contracts not included will be noted.

Motion/Second: Heminger/Walton

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

Noes: None

Absent: None

9. Adoption of the Fiscal Year 2024-2028 Caltrain Fare Structure and Approval of Associated Title VI Equity Analysis

Bruce Thompson, Manager of Fare Program Operations, provided the presentation which includes the following:

- Base fare will increase in FY28 but will not impact eligible discounts. Recommended fare structure changes to be instituted incrementally with lower prices and hope for increased ridership
- Focused on whether changes will have a disparate impact and disproportional impact - impact is very small over the three years of the recommended changes
- 39 participants, including many are large companies, currently use GO Pass versus the 135 participants in 2019, which was a significant drop

Chair Gee noted this item was also presented at the last Finance Committee meeting and he asked Director Zmuda to report out. Director Zmuda noted the following:

- There was a public hearing and the majority was in favor of the recommended changes
- Board members and Finance Committee members will continue to work with MTC on the Clipper Start program to help ensure transit agencies have an understandable fare structure

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

- Interest in data on how Go Pass purchases drive ridership. Concerns with revenue being down 50 percent and hesitance to subsidize with discounts but cities may help providers subsidize passes for housing providers

- Possible one-time deal to buy a Go Pass for the electrified service coming soon
- Concerns with BayPass surpassing or possibly consolidating with Go Pass
- Regionally \$1 million was set aside for BayPass administrative costs and a portion of riders are Clipper card users and more robust ridership data can be collected through Clipper
- Communities and housing programs would be interested in amplifying the Go Pass discount for affordable housing and lower-income levels

Public Comments

Jeff Carter expressed concern with distance base fares and opined that they should be considered to help generate short-distanced ridership. He recommended keeping the monthly pass discounted at \$24 and looking into a weekly seven-day pass.

Adrian Brandt supported broadening availability and pricing and suggested reaching out to the student populations, affordable housing developers, and cities.

Adina Levin, Friends of Caltrain and Seamless Bay Area, supported the proposal on Go Pass, proof of fares, and experimentation in data to regrow transit ridership, as well as the additional markets for more entertainment uses once electrification is completed, and commented on more opportunities when electrification is done.

Motion/Second: Davis/ Medina

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

Noes: None

Absent: None

10. State and Federal Legislative Update and Approval of Legislative Proposal: Support SB 410 (Becker)

Casey Fromson, Chief Communication Officer provided the presentation, which included the following:

- SB 410 was introduced by Senator Becker to hold utilities accountable for timelines for energization and prepare the grid to be decarbonized for a more electrified system; passed through the Senate and moving through the Assembly
- The bill lowered the threshold for local sales tax in the State level and needs only 55 percent of the vote

Director Chavez inquired whether the bill applies to mostly special districts. Devon Ryan, Government Affairs Officer, stated that it is very broad and there may be local entities that will benefit, and staff will review. Director Chavez requested updates as the bill continues to move forward. Ms. Ryan later followed up in response to Director Chavez's inquiry about whether the bill applies to mostly special districts and clarified that it applies to County, City, or a special district and towards capital.

Public Comments

Adina Levin commented on working with other transit agencies and MTC on the regional measure and encouraged having robust support for operating funding in order to maintain and improve the level of service which is needed to regrow transit ridership.

Motion/ Second Chavez/Davis to include follow up with bill's author on CCAs (Community Choice Aggregation)

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

Noes: None

Absent: None

11. Hispanic Heritage Month

Tasha Bartholomew, Media Relations Manager spoke in recognition of Hispanic Heritage month and noted that 17 percent of riders are Hispanic.

Motion/Second: Medina/Chavez

Ayes: Burt, Chavez, Heminger, Medina, Muller, Walton, Zmuda, Davis, Gee

Noes: None

Absent: None

12. Proclamation Declaring September Railroad Safety and Suicide Prevention Month

Tasha Bartholomew, Media Relations Manager, provided the report which included the following:

- Promotion of safety and prevention through enhanced safety measures and increased the foul zone from four to ten feet
- 70 percent of deaths from suicide that occurred on the corridor
- Rail safety blitz with the partnership of Lifesaver and staff lunch and learn webinars

Director Gee inquired on resources for those in need. Ms. Bartholomew noted the 1-877-SAF RAIL phone number leads to Transit Police and signs posted with 1-800 number may change to 988 to make it a lot easier for people to seek help.

Public Comments:

Jeff Carter appreciated the work towards suicide prevention.

Adrian Brandt spoke in support of changing the number to 988 and encouraged to switching the number throughout corridor.

Motion/Second: Chavez/Medina

Ayes: Burt, Chavez, Heminger, Medina, Muller, Walton, Zmuda, Davis, Gee

Noes: None

Absent: None

13. Peninsula Corridor Electrification Project (PCEP) Monthly Progress Report

Pranaya Shrestha, Chief Officer of CalMod program, provided the presentation which included the following:

- Low bank testing and major milestones planned to be reached by the end of this month
- Impedance bond cable theft is a major risk and testing cannot be conducted without them in place
- Testing with 5 miles per hour (mph) and increasing slowly to 79 mph to limit damage
- Train tests will run after getting segment three, four, and CEMOF (Central Equipment & Maintenance Facility) approved; tests to be conducted late nights and weekends to mitigate operations and maintenance interruptions

Casey Fromson, Chief Communication Officer, continued the presentation which included the following:

- Phase 9, Millbrae to Menlo Park, was the largest phase completed to date
- Have an event booth at the September 23rd electric train tour in San Francisco; another event will be planned in San Mateo; the event in San Jose had over 4,000 attendees

Pranaya Shrestha continued the presentation which including the following:

- Increase to contract authority which is already budgeted at November Board meeting

Keith McCoy, Project Director for Balfour Beatty Infrastructure, Incorporated, provided a presentation which included the following:

- Rebounded from the month of July to get back on track
- TPS (Traction Power Substation) load bank scheduled September 14 and 15
- Punch list execution is at 67 percent; plan to have overhead catenary system (OCS) production above 100 percent; feeders and static wires will be done in two weeks; three more weeks of pulling wire and 10,000 feet planned in October at Guadalupe Bridge

Chair Gee emphasized the importance of public safety while live testing.

Public Comments

Adrian Brandt commented on dual speed check having high false activation and should be checked. He also expressed concerns with theft of impedance bonds cables.

Doug DeLong expressed concerns with other facilities not connected to the 25 kilovolt (kV) system, the seven paralleling station, and the Redwood City switching station and when those facilities are going to be brought online and integrated into the power system.

Director Heminger commented on briefly assessing the state of readiness to operate these trains since construction is nearly finished. Ms. Bouchard noted that Mr. Hogan is spearheading transition to operations and Mr. Hogan acknowledged the state of readiness, having the operators recruited, risks with the transition period and shuffling the trains, and adhering to steady train maintenance (which requires more attention than the diesel to keep them running).

Director Walton left the meeting at 11:22 am

14. San Francisco Downtown Rail Extension (DTX): Relation to Other San Francisco Rail Projects

Daila Chazan, Deputy Chief of Planning, provided the presentation which included the following:

- Real Estate issues related to the Fourth and King rail yards (4KY) which belongs to Prologis
- San Francisco Project and DTX project are spatially related; DTX would extend from Fourth and Townsend into Salesforce Transit Center on the same train box as Link21
- Link21 program considering a tunnel across the bay to connect to the east end of the train box, which would connect to the Caltrain or BART tracks
- The PAX (Pennsylvania extension) Project is about grade separating Mission Bay and Sixteenth Street; PAX is a tunnel through Pennsylvania Avenue and the existing Pennsylvania alignment connected to the rail yard
- California High Speed Rail is environmentally cleared to San Francisco; it needs a few modifications and needs to use rail yard prior to the DTX Project
- Significant work needs to be done to connect to the underground station and Salesforce Transit Center; PAX and 4KY would require a lay down area in the same vicinity

Director Gee noted deferring Item 15 to the next meeting to allow for more time for the presentation and Board discussion.

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

- Concerns with what ridership assumptions were used as a basis for capital projects
- Defining which projects are essentially part of one project
- Follow up presentation on Link21 to get a clear understanding of the project
- Pipe installed from Fourth and King to San Jose has three conduits; one active for existing safety systems and communication systems, which is railroad based; one with fiber; and one that is empty and looking for an inhabitant

Public comments

Jeff Carter was pleased that operations will not be impacted by projects and supported keeping the 22nd Street station where it is.

Adrian Brandt commented that moving San Francisco to underneath Townsend would increase the distance between Muni Metro and Caltrain and think about maintaining smooth transfers as much as possible.

Director Mueller left the meeting at 12:07 pm

Director Gee noted again the deferment of Item 15 to the next meeting to allow for more time for the presentation and Board discussion.

15. Diridon Station Business Case Update – deferred to next Board meeting

16. Reports

16.a Reports of Citizen Advisory Committee (CAC) - Brian Shaw, Chair, provided the following updates on CAC discussions:

- Long downed gate times since crossing circuits were installed at Whipple Avenue
- Trespasser strike in tunnel 4 and passengers stuck on train for four hours
- Millbrae station signs need to be replaced with correct weekend shutdown information
- A CAC member spoke on experience riding train 505 from San Jose being overcrowded and suggested air conditioning be a part of emergency maintenance
- San Mateo visual signs malfunctioning, weekend shutdown signs need to be replaced
- Report on Fall 2023 schedule change
- Asked about Union Pacific service and long term plans involving electrification
- New schedule to Gilroy has no trains in the middle of the day, possibly limiting ridership
- Burlingame Broadway grade separation project should be furnished with standard and shaded shelters; plan for use of station and lighting on platforms
- Report on whistle mics included how cross activation is used to track trains through crossings and need more information about interim solution on activation

16.b. Report of the Chair - Chair Gee announced the San Francisco event on September 23, 2023 and Gilroy event on September 25, 2023 at 7:00 am.

16.c. Report of the Local Policy Maker Group (LPMG) - Director Burt reported on a corridor-wide grade separation strategies presentation, that included a series of design scenarios, context, funding sources, and how there was a lot of engagement with alternatives.

16.d. Report of the Transbay Joint Powers Authority (TJPA) -Chair Gee reported on the acquisition moving forward for new alignment at the Salesforce Transit Center (STC) and noted that both Boards approved the interim agreement between Caltrain and Transbay Joint Powers Authority.

17. Correspondence – Available online

18. Board Member Requests - There were none.

19. Date/Time of Next Regular Meeting: Thursday, October 5, 2023, at 9:00 am.

20. Adjourn - Meeting adjourned at 12:14 pm.