

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

Minutes of January 4, 2024

Members Present: Pat Burt, Steve Heminger (arrived at 9:02 am), Shamann Walton, Monique Zmuda, Devora “Dev” Davis (Vice Chair), Jeff Gee (Chair)

Members Present via Teleconference: Cindy Chavez, Rico E. Medina

Members Absent: Ray Mueller

Staff Present: T. Bartholomew, M. Bouchard, C. Fromson, J. Gibson (Kimley-Horn), J. Harrison, K. McCoy (Balfour Beatty Infrastructure, Inc.), D. Seamans, B. Shaw, P. Shrestha, M. Tseng

1. Call to Order/Pledge of Allegiance

Chair Gee called the meeting to order at 9:01 am and Director Zmuda led the Pledge of Allegiance.

2. Roll Call

Chair Gee noted that Directors Chavez and Medina attended remotely under AB (Assembly Bill) 2449.

3. Consideration of requests, if any, of Directors to participate remotely due to Emergency Circumstances

There were none.

4. Public Comment for Items Not on the Agenda

Jeff Carter, Millbrae, commented on no materials for item 11 in the agenda packet posted online and the Supplemental Reading File was amended without notation identifying what was amended.

5. Report of the Executive Director

- Launched 2023 year-in-review website page showcasing significant progress made
- Upcoming events included the third EMU (electric multiple unit) tour in San Mateo County combined with 160th rail service anniversary celebration, and hosting the annual MLK (Martin Luther King) celebration train on January 15th
- Recognized Jim Richie’s service on the Peninsula for 31 years with Amtrak and then TASI (TransitAmerica) and wished him well in retirement
- Safety KPIs (key performance indicators) available in the report and continued emphasis on safety first and always

- December 20th MTC's (Metropolitan Transportation Commission) meeting - heard information and provided direction on language to include in enabling legislation for a potential 2026 regional transportation revenue measure; MTC to take action in January
- Concerned with Senate Bill 397 by Senator Wahab amended to require CalSTA (California State Transportation Agency) to develop a plan to consolidate all regional transit agencies in the Bay Area
- SamTrans announced moving to a new office building in Millbrae located across from the Caltrain station; a group to work with SamTrans on how the decision affects Caltrain

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

- San Mateo County Sheriffs is the contracted provider of safety and security for our passengers; therefore, they handle most calls. How are calls dealt with when they come from other counties? What is the percentage of calls per county? Staff will look into this and get back to the board
- Potential timing of proposed enabling legislation – MTC action probably in January Legislative Committee and then onto full MTC Board January or February; request to send future link and information on Senator Wahab's amended bill once it is available
- Ridership levels compared to Bay Area Rapid Transit (BART) and the impact of electrification Ridership graph expressed total monthly ridership, which included weekend shutdowns with no ridership; expecting 20 percent increase as a result of electrification. Weekend shutdowns to occur again in February/March may have negative effect on ridership
- Proposed legislation by MTC

Public comment

Adina Levin, Seamless Bay Area and Friends of Caltrain, commented hoping Bay Area is similar to County-based measures as they have significant community process around measure's content and policies.

6. Consent Calendar

- 6.a. Meeting Minutes of December 7, 2023
- 6.b. Accept Statement of Revenues and Expenses for the Period Ending November 30, 2023
- 6.c. 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*
- 6.d. Accept Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2023
- 6.e. Amend and Increase the Fiscal Year 2024 Caltrain Capital Budget By \$3,250,000 from \$517,525,704 to \$520,775,704
- 6.f. Authorization for the Executive Director to Enter into a 3-year Lease with Elevate PropCo IV LLC for Warehouse Space in San Francisco*
- 6.g. Authorize the Disposition of 34 Gallery Cars and Two Locomotives
- 6.h. Award of Contracts for On-Call Construction Management Services*

- 6.i. Award of Contracts for On-Call General Engineering Consultant Design Services*
- 6.j. Award of Contracts for On-Call Program Management Oversight Services*
- 6.k. Authorize Execution of Agreement to Receive Section 130 Funding for the Preliminary Engineering of Charleston Road Grade Crossing Improvements*
- 6.l. Award of Contract for Mini-High Platform Project*
- 6.m. Authorize Amendment to On-Call Owner's Representative Electric Multiple Unit (EMU) Rail Vehicle Support Services Contract 14-PCJPB-P-06 for Caltrain Modernization (CalMod)*

Motion/Second: Davis/Zmuda

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

Absent: Mueller

Noes: None

7. Resolution Recognizing National Slavery and Human Trafficking Prevention Month

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

- Raise awareness, prevention, and opposition to modern slavery and human trafficking
- 14,500 to 17,500 individuals are trafficked into the United States each year
- Support Assembly Bill (AB) 2034 which required specified businesses and other establishments that operate inner city passenger rail, light rail, or bus stations to provide employee training on how to recognize signs of human trafficking, and report to the appropriate law enforcement agency

Motion/Second: Chavez/Burt

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

Absent: Mueller

Noes: None

Staff provided further clarification in response to Director Chavez's comments and questions, which included the following:

- Frequency and details on annual TASI training and new training program for all staff
- Future report on posting signage in restrooms and in train cars with contact information for help
- Check on best practices/models, such as with airlines, to determine best practices for rail training and public education

8. Resolution to Commemorate 160 Years of Rail Service on the Corridor

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

- Tracks running from San Francisco to San Jose were completed on January 16, 1864
- Cities started developing around rail stops, laying the groundwork for the Peninsula

- Record high with 104 passenger trains every weekday and helping tens of thousands of people get to where they need to go every day
- Future transformation as modern electrified trains will soon become the standard providing clean, comfortable, and convenient service like never before

Motion/Second: Davis/Walton

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

Absent: Mueller

Noes: None

Public comments

Jeff Carter commented that the State took over management along with the three partner agencies to continue Caltrain running in 1980.

Adrian Brandt had technical difficulties earlier and commented on item 4 and the need to work harder on solving vehicle incursion problems as they are a significant risk to riders and staff and suggested improved lighting.

Aleta Dupree commented on experiencing problems with Zoom and supported the resolution.

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

Pranaya Shrestha, CalMod Chief Officer, provided the presentation that included the following:

- Balfour Beatty Infrastructure Company (BBI) working towards delivering its contractual milestone requirement - issuing substantial completion on April 1st
- Live run testing scheduled for March and anticipated weekend shutdowns
- Significant number of trainings for local emergency responders throughout the corridor
- BBI focused on short circuit testing and OCS (overhead catenary system); five short circuit testing dates approved by PG & E (Pacific Gas and Electric Corporation) starting in February

Keith McCoy, BBI Project Director, provided the presentation that included the following:

- On schedule for substantial completion by April 1st
- 66 percent completed as of yesterday for closeout execution for final acceptance
- 35 to 45 punch list items completed at night on average
- Category A – Electrical and Category B - Pantograph must be completed before short circuit testing and sectionalization
- Weather became a risk so adding it to the plan

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

- Clarification on live run testing sections
- Explanation for shared risk pool for project contingency

- Backend contingency at sectionalization testing and short circuit testing and night and weekend production to help cover weather-related risks
- Redesign of impedance bonds for a permanent solution against theft
- Two-speed check in place that allows grade crossing to function under electrification
- Safety certification process and final check by the safety team to ensure all contractual safety qualities have been met and provide KPIs on quality of work

Public comments

Aleta Dupree expressed appreciation for the reports and charts and commented on weather concerns.

Adrian Brandt commented on the impedance bond issue being on report for months, a potentially sustainable solution is in the works for gate-downed times, and expressed concerns regarding the last four trains to be received at the end of July.

Jeff Carter commented on end-to-end testing whether simulating the proposed schedule during testing or standard end-to-end testing and suggested adding an explanation of acronyms used in the agenda.

Doug DeLong commented on utility clearance issues along the corridor as they have to be resolved before energizing wiring in areas.

10. Corridor Crossing Strategy Update: Program Strategy and Delivery Guide

Jill Gibson, Kimley-Horn, provided the presentation that included the following:

- Developed Crossing Delivery Guide as a result of project delivery opportunities
- Draft sent out to all jurisdictions in late December for feedback
- Two workshops were held - LPMG (Local Policy Makers Group) and CSCG (City/County Staff Coordination Group) in November (takeaways from CSCG were brought to the LPMG)
- Confirmed a strong structure needed to be defined to develop, endorse, and adopt a coordinated delivery approach

Chair Gee invited Director Burt to add comments as Chair of LPMG.

Chair Burt, LPMG, provided a report that included the following:

- The workshop was well received and well attended with cities starting to view themselves as partners through the grade separation initiative
- Funding issues were a good part of the discussion and looking at prioritizing and grouping projects that the FRA (Federal Railroad Administration) and State are more interested in
- Some pushback from some cities that like the concept but do not want interference from seeking their own funding

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

- Draft strategy will articulate recommendation for tiered approach for crossings
- Project websites list Federal and State funding sources
- Future success of the framework and future advocacy for mega projects will be reliant upon cohesion formed at LPMG
- Notion of one-offs for grade separations must be avoided and built-in tension about prioritization needs to be figured out

Public comments

Aleta Dupree commented on enjoying train travels on routes without grade crossings and agreed with reviewing corridor in its entirety.

Adrian Brandt suggested a toolkit on how to implement quiet zones, commented on addressing freight train-oriented maximum grade restrictions at 1 percent and vertical curve lengths, and an exception procedure should be in the document.

Doug DeLong commented on Federal and State monies for grade separations, systemic clause slotted under rail funding and not highway funding as grade separations are technically road improvements. Mr. DeLong added an addendum to his earlier comment during PCEP update about a vegetation issue at Menlo Park.

Director Walton left the meeting at 11:05 am

Jeff Carter commented that grade separations are more road and highway improvements as opposed to transit or rail improvements.

11. Reports

11.a. Report of the Citizens Advisory Committee

Brian Shaw, CAC Chair, provided the report that included the following:

- Elected 2024 Chair (Brian Shaw) and Vice Chair (Adrian Brandt)
- Received report on Corridor Crossing Strategy Update
- Suggestions from CAC Members included developing a priority list of individual grade separation projects based on statistics and safety, revisiting maximum grade standards and increase the number of feasible alternatives, providing a list of agencies responsible for funding projects, data should be a standalone component of the study, and Caltrain's responsibility to evaluate engineering design standards
- Received report on ridership reporting methodology changes
- Barriers for issuing stickers as opposed to using Clipper cards for the Go Pass program
- Dashboard for ridership needs to have the breakdown of tickets sold between zones and point to point data
- Provide data for vehicle incursions in the corridor in comparison to how other commuter rail properties are dealing with similar issues

- Reviewed of the number of grade separations with solar turtles and their impact
- Suggested that staff interview people who had vehicle incursions on the corridor to determine why the incursion occurred
- January meeting will have TOD (transit-oriented development) presentation, an update on the public comment process, and quarterly safety update

11.b. Report of the Chair

11.b.i. Appointment of Nominating Committee for 2024 Officers

Chair Gee reported that he, Director Heminger, and Director Chavez served as in Ad Hoc Committee and recommended Director Davis as Chair and Director Heminger as Vice Chair effective February.

Chair Gee invited Director Davis to report on the meeting with BBI leadership. Director Davis reported meeting with Mr. McCoy and Leo Quinn, BBI CEO, received an update similar to item 9. She noted they were able to reiterate the issues, focus on quality and safety, and the desire to keep on schedule. BBI bringing more resources to address quality issues earlier in the process.

11.c. Report of the Local Policy Maker Group (LPMG)

Director Burt noted it was covered under item 10.

11.d. Report of the Transbay Joint Powers Authority (TJPA)

Chair Gee reported not being awarded funding and the need to recalibrate the work plan to align with the funding available at the next grant cycles.

12. Correspondence – Available online

13. Board Member Requests

There were none.

14. Date/Time of Next Regular Meeting: Thursday, February 1, 2024 at 9:00 am.

15. Adjourn

Meeting adjourned at 11:14 am.