

**Peninsula Corridor Joint Powers Board
Board of Directors Meeting
1250 San Carlos Avenue, San Carlos, CA 94070
Minutes of February 1, 2024**

Members Present: Pat Burt, Cindy Chavez, Steve Heminger, Rico E. Medina, Ray Mueller, Shamann Walton, Monique Zmuda, Devora “Dev” Davis (Vice Chair), Jeff Gee (Chair)

Staff Present: T. Bartholomew, M. Bouchard, A. Burnett (Bell Burnett & Associates), C. Fromson, 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 9:02 am and Director Zmuda led the Pledge of Allegiance.

2. Roll Call

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

3. Consideration of requests, if any, of Directors to participate remotely due to Emergency Circumstances - There were none.

4. Report of the Nominating Committee – Election of Officers for 2024

The Board unanimously approved by voice vote the Nominating Committee’s recommendations for Dev Davis as Chair and Steve Heminger as Vice Chair.

5. Closed Session: Conference with Real Property Negotiator (Gov. Code § 54956.8)

[Description of property: strip of land west of rail corridor from 20th Avenue to south of 25th Avenue, San Mateo, CA; Agency Negotiator: Nadine Fogarty; Negotiating parties: SMCTA; Matter under negotiation: price and term of payment]

6. Closed Session: Conference with Legal Counsel – Pending Litigation (§

54956.9(d)(1))[Williams v. Peninsula Corridor Joint Powers Board, San Mateo County Superior Court, Case No. 22-CIV-03763]

7. General Counsel Report – Report Out from Above Closed Session

Legal Counsel James Harrison noted that there were no reportable actions.

Public comment

Adrian Brandt commented on vehicles incursions and struck by trains.

8. Public Comment on Items not on the Agenda

Jeff Carter appreciated the timetables being published in various languages.

9. Report of the Executive Director

Michelle Bouchard, Executive Director, provided updates, which included the following:

- Appreciated former Chair Gee's leadership in the last year, welcomed Chair Davis, and congratulated Vice Chair Heminger
- Introduced Casey Fromson as the new Caltrain Chief of Staff (previously the District's Chief Communications Officer), bringing in a Chief of Rail Commercial in Business, and Nadine Fogarty as Director of Real Estate and TOD (transit-oriented development)
- MLK (Martin Luther King, Jr.) celebration train on January 15th and 160th anniversary officially on January 16; will celebrate with another emu (electric multiple unit) tour
- Submitted application to FTA's (Federal Transit Administration) All Stations Accessibility Grant Program for accessibility improvements at the 22nd Street station
- More information and work with Senator Wahab on SB (Senate Bill) 926; continuing to engage with Senator Weiner's Office and MTC on spot bill SB 925
- MTC (Metropolitan Transportation Commission) took action last week on the regional measure's broad provisions in the enabling legislation
- Soft launch of online merchandise store
- Fare promotions extended to promote ridership
- In March will review impact of the fourth Gilroy train

Public comments

Jeff Carter appreciated hearing of upgrades at 22nd Street station and having it ADA (Americans with Disabilities Act) accessible and supported retaining the station regardless of Pennsylvania Avenue extension.

Adina Levin, Friends of Caltrain, supported making 22nd Street station accessible.

Adrian Brandt recognized Director Gee, Casey Fromson, and Director Heminger for their work and respective appointments. He commented that vehicles stopped on tracks and hit by a train is in violation of two different vehicle codes.

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

- Ongoing campaigns for the electrification service schedule
- Recently released the City Partnership Toolkit
- Fare promotions extended through August
- Three more weekend shutdowns for end-to-end testing

10. Consent Calendar

10.a. Meeting Minutes of January 4, 2024

10.b. Appointment of the Citizens Advisory Committee Representative and Alternate

10.c. Accept Statement of Revenues and Expenses for the Period Ending December 31, 2023

10.d. 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* - *Approved by Resolution 2024-13*

- 10.e. Amend Statement of Investment Policy and Delegate Investment Authority for Fiscal Years 2024 and 2025 - *Approved by Resolution 2024-14*
- 10.f. Update Regarding SamTrans Purchase of a New Headquarters Building and Recommended Next Steps for Caltrain
- 10.g. State and Federal Legislative Update and Approval of Legislative Proposal: Support AB 817 (Pacheco)

Director Chavez pulled 10.f. Update Regarding SamTrans Purchase of a New Headquarters Building and Recommended Next Steps for Caltrain for further discussion.

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

- Importance of interagency communication and the perceived lack of consideration and respect for the Caltrain agency; noted that the Caltrain Executive Director and SamTrans General Manager/CEO have regular meetings
- Consider rotating meeting locations to ensure every community feel involved
- Discuss how to collaborate with other agencies on financial decisions and in terms of being relational in communities
- Impacts to potential unforeseen impacts to employees due to the separation of agencies and supervision
- Consider having joint meetings with the SamTrans and the San Mateo County Transportation Authority
- Importance for the Chairs of SamTrans, San Mateo Transit Authority, and Caltrain as well as the General Manager/Chief Executive Officer of SamTrans and Executive Director of the San Mateo County Transportation Authority and the Caltrain Executive Director to regularly meet to communicate and collaborate

Public comment

Jeff Carter appreciated SamTrans completed its search for a new building. He commented that co-locating would be more efficient for both agencies and recommended continuing negotiations.

Motion/Second: Medina/Gee

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

Noes: None

- 11. Resolution Honoring African American History Month - *Approved by Resolution 2024-15***
Tasha Bartholomew, Media Relations Manager, provided highlights on the resolution which included the following:

- First event was celebrated for a week in February 1926 and it was celebrated for the entire month of February in 1976
- The District's African American Employee Resource Group was created with the aim to

advance a diverse and inclusive work environment

- Recent survey showed 37 percent of African American riders ride transit five or more days per week

Motion/Second: Gee/Walton

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

Noes: None

12. Receive Monthly Progress Report on Peninsula Corridor Electrification Project (PCEP)

Pranaya Shrestha, CalMod Chief Officer; Casey Fromson, Chief of Staff; and Keith McCoy, BBI Project Director provided the presentation that included the following:

- Three short circuit weekend tests scheduled and approved by PG&E (Pacific Gas and Electric)
- Project contingency increased with the return of \$1.6 million to contingency this month
- Brought in additional resources to go through submittals, design, testing to ensure BBI has met all contractual requirements
- BBI, the labor workforce, and the union agreed to work during rain when possible, but they may be prohibited with both rainy and windy conditions due to safety concerns
- Bus bridges impact on the morning commute and provided at high ridership stations; no impact during mid-day commute and evening service to have few impacts
- Tentative on May 11th, National Train Day, to have the third electrification event in San Mateo combined with the 160th anniversary celebration
- Technical task force team meets weekly and reviews log that includes punch lists, submittals, and test reports; readiness review team reviews globally to ensure completion
- On board with short circuit testing from February 9th through February 23rd
- San Francisco Station and railyard has 51 regulations remaining, now down to 45
- Sectionalization for Guadalupe to be completed this weekend; this is where one section can be energized, rather than the entire block, to allow maintenance to work on one section without needing to take out the entire system
- Punchlist execution is at 84 percent. 4,714 documents have to be completed for As-Built and about 4,000 already completed

Public comments

Adina Levin commented on the planned May event as also being bike month and the opportunity to enhance the celebration by joining bike month and promoting bike storage and the changes needed for electrification.

Doug DeLong expressed concern with supporting areas that may impact short circuit testing and funding expenditures, which include clearance of utilities and vegetations, and requested real estate updates.

Adrian Brandt expressed concerns with the length of time to repair damages related to trees and vehicle crashes.

Aleta Dupree commented on the challenges with the weather.

Jeff Carter inquired on the timeline for the new train sets arrival, looking forward to solution of impedance bond theft, whether BBI conducted load bank testing without trains for short circuit testing, and location for May 11th open house.

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

- Solution for minimizing impedance bond cable theft
- Punchlist completion timeline and staff training; contingency savings allocation; long term planning for weather events and tree mitigation
- Timeline for delivery and storage of trainsets; notifications for planned shutdowns in March

Director Walton left the meeting at 11:28 am

13. Receive Update on Caltrain's Strategic Financial Plan and Fiscal Cliff Projections

Alex Burnett, Bell Burnett & Associates, provided the presentation that included the following:

- FY (fiscal year) 24 budget dropped to 22 percent in farebox revenue compared to 2019
- Measure RR and current farebox revenues combined are insufficient to pay all operating expenses
- Rail operator costs are projected to almost double
- Electricity will become the second-largest operating cost; working with PG&E (Pacific Gas & Electric Company) on power delivery and understand billing determinants; focused on net energy usage
- Significant increase in the maintenance of equipment. Train sets need \$1 million to \$1.5 million per train set for annual maintenance
- Need to determine Go Pass objectives and continue as active participants in Clipper BayPass discussions

Public comments

Jeff Carter commented that transit should be funded to the same extent as highways and roads, the possibility of a regional or local measure, and hopeful for Go Pass participation and revenue increase.

Adina Levin commented on the need to consider crewing, efficiency, electricity cost, and pursuing opportunities and participation in MTC discussions around a regional measure.

Aleta Dupree appreciated the detailed discussions around electricity.

Adrian Brandt commented on his letter in the correspondence package, running shorter trains and reducing the number of conductors on board for operating efficiencies without cutting service.

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

- Fuel savings included in the electrification analysis
- BART's (Bay Area Rapid Transit) enabling legislation allows them to be a wholesale electric market participant but neither Caltrain (nor SamTrans) has that
- Fare policy assumptions at 2 percent, aligned with cost of living, and need to revisit fare reindexing
- Ridership metrics based on fares collected and revenue received
- Concerns with fare box evasion and enforcement, riders not using Clipper, or not being checked, and the need to drill down on these issues
- Ridership numbers are based on the revenues and the clips (tags) on and off
- Need for the baseline to include fare enforcement
- Consider (Community Choice Aggregation) energy suppliers, 100 percent carbon neutral electricity, and the new toolkit and GoPass to help drive up ridership for further discussion on opportunities that benefits all

Director Chavez left the meeting at 12:06 pm

14. Adopt Caltrain Energy Policy Resolution - Deferred to the next meeting in March

15. Reports

15.a. Report of the Citizens Advisory Committee – Brian Shaw, Chair, provided an update on presentations and CAC Members' discussions and requests, which included the following:

- CAC Minutes were not provided in Board agenda packet
- Measure RR review to take place in March
- Safety Quarterly Update - asked for partnership with local jurisdictions on lighting and safety plan enhancements at crossings
- Develop risk management strategy for funds recovery to vehicle incursions and report on suicide prevention rates and measures
- Improvements to the Public Comment process - requested alternative methods for gathering public comments, prioritize meeting notice distribution, station signage with QR codes, alternative messaging of public notices and lowering barriers for public comment via online surveys
- Transit-Oriented Development - requested consideration of Diridon station to be completely residential, determine development opportunities for unique parcels and parking lots, and consider ground lease revenue models to maximize revenue
- Members requested prioritizing communications during incidents, assist customers with bus bridges during service interruptions, real-time updates, and alerts as well as station signage for latest service updates, posters, and signage on trains with QR (quick response) links to Caltrain alerts
- Next meeting will have Strategic Financial Plan, Mini-High Project, and Customer Experience Roadmap

15.b. Report of the Chair - Shared her priorities for the year: ensure completion of electrification and revenue service in September; grow the health of the organization in support of all facets of the railroad; complete governance work, shared services agreement, and Real Property Ownership Agreement (RPOA); have regular meetings with the SamTrans Board Chair and general manager

15.b.i. Resolution of Appreciation for Director Jeff Gee - *Approved by Resolution 2024-12* - Chair Davis presented the resolution and recognized him for his advocacy, expanding service to Gilroy, ensuring Caltrain was the first in nation to have battery electric trains on order, and work on Transit-Oriented Development and the downtown extension.

Motion/Second: Davis/Heminger

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

Noes: None

Absent: Chavez, Walton

15.c. Report of the Local Policy Maker Group (LPMG) – Chair Burt noted that there was no meeting in January. The next meeting will be virtual and the next in person workshop tentatively scheduled on March 14th as a follow-up on grade separations. He noted additional themes for the year, such as station plans, corridor wide safety and security plan, rolling out the toolkit and have cities sign on, and raised interest in inviting affiliate cities

15.d. Report of the Transbay Joint Powers Authority (TJPA) - Chair Gee noted the Board appointed AC Transit (Alameda-Contra Costa Transit District) Director Sayed to complete Ad Hoc Advisory Committee. Shima Mirzaei appointed to Chief Financial Officer position. He said there would be no February meeting and the next meeting would be in March.

Public comments

Jeff Carter commented that the CAC report is not included in agenda packets, concerned with Director Mueller's experience with fare evasion, and another electricity provider is SFPUC (San Francisco Public Utilities Commission).

Adrian Brandt thanked Director Gee for his work and welcomed Chair Davis.

16. Correspondence - Available in agenda packets and online

17. Board Member Requests - There were none

18. Date/Time of Next Regular Meeting: Thursday, March 7, 2024 at 9:00 am.

19. Adjourn - The meeting adjourned at 12:51 pm