

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

**Minutes of August 1, 2024**

**Members Present:** Margaret Abe-Koga, Pat Burt, Jeff Gee, Rico E. Medina, Steve Heminger (Vice Chair), Devora “Dev” Davis (Chair)

**Members Present via Teleconference:** Monique Zmuda

**Members Present:** Ray Mueller, Shamann Walton

**Staff Present:** M. Bouchard, C. Fromson, J. Harrison, K. McCoy (Balfour Beatty Infrastructure, Inc.), P. Shrestha, D. Seamans, B. Shaw, M. Tseng

**1. Call to Order/Pledge of Allegiance** – Chair Davis called the meeting to order at 9:04 am and 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**

Chair Davis noted Director Zmuda invoked AB2449 and attending the meeting remotely.

Public comments

Aleta Dupree commented on 166 N Rollins Road, Millbrae as being convenient to the Millbrae station and Ms. Bouchard’s work to bring the agency towards electrification.

Legal Counsel James Harrison noted closed session item 5 would be heard before item 4.

**4. General Counsel Report – Closed Session: Conference with Real Property Negotiator (Gov. Code § 54956.8)**

4.a. Property: 375 Beale Street, San Francisco, CA

4.b. Property: 166 N. Rollins Road, Millbrae, CA

4.c. Property: 153 Townsend Street, San Francisco, CA

4.d. Property: 801 Gateway Blvd, South San Francisco, CA

4.e. Property: 305 Main Street, Redwood City, CA.

**5. Public Employee Performance Evaluation (Gov. Code § 54957(b)(1)) Title: Executive Director**

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

James Harrison, Legal Counsel, reported that there were no reportable actions.

## **7. Public Comment for Items Not on the Agenda**

Jeff Carter said the new VMS (visual messaging sign) at Millbrae station is easier to read.

Aleta Dupree, Team Folds, commented on her recent trip into San Francisco using Clipper mobile and encountered a courteous and professional fare inspector.

Adrian Brandt commented on the post special game social media posts with reports of overcrowding on trains.

Jean-Paul Torres commented on his riding experience yesterday after the ballgame at 4<sup>th</sup> and King station where there was overcrowding and the need for crowd control.

Chair Davis announced public comment would be reduced to one minute due to time constraints and concern with losing a quorum of the Board.

## **8. Report of the Executive Director**

Michelle Bouchard, Executive Director, deferred item due to time constraints and noted presentation materials were available in the agenda packet.

## **9. Consent Calendar**

9.a. Meeting Minutes of June 6, 2024

9.b. Accept Statement of Revenues and Expenses for the Period Ended May 31 and June 30, 2024

9.c. Approve and Ratify Fiscal Year 2025 Insurance Program *Approved by Resolution 24-42*

9.d. Terminate 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 24-43*

9.e. Award of Contracts for On-Call Professional Support Services *Approved by Resolution 24-44*

9.f. Adopt Proposed Fare Structure Changes *Approved by Resolution 24-45*

9.g. Allocation of the TIRCP (Transit and Intercity Rail Capital Program) Reimbursed Funds and Amendment to Fiscal Year 2025 Capital Budget *Approved by Resolution 24-46*

9.h. Clipper BayPass Pilot Program Participation Agreement Amendment Approved by Resolution 24-47

9.i. Allocation of State Rail Assistance Funding for Operating Assistance Approved by Resolution 24-48

9.j. Award Pre-Construction Contract for Construction Manager General Contractor (CMGC) Services for Rengstorff Avenue Grade Separation Project *Approved by Resolution 24-49*

9.k. Adopt Policy Regarding Trees on or Adjacent to the Caltrain Right of Way (deferred)

9.l. State and Federal Legislative Update and Approval of Legislative Proposal: Support SB 925 (Wiener)

Chair Davis requested clarification on Item 9.k., Adopt Policy Regarding Trees on or Adjacent to the Caltrain Right of Way. She asked about a way to subsidize full tree removals from the right of way. Legal Counsel Harrison clarified that there are two elements in policy: Draft indicated \$250 incentive and discretion to allow subsidizing the removal of a tree on a joining property when necessary to preserve public safety. In addition, the TOPS (Technology, Operations, Planning, and Safety) Committee questioned the sufficiency of the incentive. The incentive was then adjusted to a range from \$250 to \$1,000 depending on type and health of tree being removed. Chair Davis removed item 9.k from the Consent Calendar for discussion and consideration at a future Board meeting.

Motion (excluded Item 9.k.)/Second: Medina/Burt

Ayes: Abe-Koga, Burt, Gee, Medina, Zmuda, Heminger, Davis

Noes: None

Absent: Mueller, Walton

#### **10. Appointment of the Citizens Advisory Committee Alternate for San Francisco County**

Vice Chair Heminger reported on a recent San Francisco CAC Alternate Representative vacancy, and the San Francisco County Board Members recommended Peter Wickman to a term expiring on June 30, 2026.

Motion/Second: Heminger/Zmuda

Ayes: Abe-Koga, Burt, Gee, Medina, Zmuda, Heminger, Davis

Noes: None

Absent: Mueller, Walton

#### **11. Naming Rights Policy: 11.a. Adopt Amended Naming Rights Policy Approved by Resolution 24-50 and 11.b. Name EMU Train In Recognition of Extraordinary Contribution to Caltrain by: (i) Rep. Anna Eshoo and (ii) Speaker Emerita Nancy Pelosi and Rep. Jackie Speier Upon Announcement of Their Retirements** were taken together.

Casey Fromson, Chief of Staff, provided the presentations, which included the following:

- Suggested policy updates to include a commemorative process, consistency with Caltrain mission and if a station is involved, there would be no interference with any navigation process
- May commemorate an individual based on significant achievements at the local, state, or national level, including contribution to the success of Caltrain and the announcement of their retirement or they have retired
- Leaders were chosen based on the direction of the Board, they have been members of the Congressional delegation, which are each positions of great influence and importance on the corridor, and their connection to the electrification project

### Public comments

Aleta Dupree, Team Folds, expressed support for the three members of Congress being recognized and requested to exercise due care when naming.

Barbara Kilpatrick commented whether the naming policy can include sports teams.

Director Abe-Koga commented on laying out some of the criteria and supported naming the three members of Congress that have been extraordinary.

Motion/Second (11.a. Adopt Amended Naming Rights Policy): Gee/Abe-Koga

Ayes: Abe-Koga, Burt, Gee, Medina, Zmuda, Heminger, Davis

Noes: None

Absent: Mueller, Walton

Motion (11.b. Name EMU Train In Recognition of Extraordinary Contribution to Caltrain by:

(i) Rep. Anna Eshoo and (ii) Speaker Emerita Nancy Pelosi and Rep. Jackie Speier Upon Announcement of Their Retirements)/Second: Abe-Koga/Burt

Ayes: Abe-Koga, Burt, Gee, Medina, Zmuda, Heminger, Davis

Noes: None

Absent: Mueller, Walton

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

Pranaya Shrestha, CalMOD (Caltrain Modernization) Chief Officer; Casey Fromson, Chief of Staff; and Keith McCoy, Project Director, Balfour Beatty Infrastructure, Inc (BBI), provided the presentation that included the following information:

- Project timeline is on schedule and budget and September 21<sup>st</sup> celebration event
- 14 train sets delivered and next to complete 1,000-mile burn-in on September 24<sup>th</sup>
- Project contingency and shared risk pool started with \$90 million with \$34.90 million remaining. Outstanding risks include impedance bonds cable theft, open traction power system. Focus on punch list closeout of items with final safety acceptance in September
- Contract amendment to include when the closeout items will be completed and financial considerations
- Electrified service plan benefits include traveling faster, more frequent services, and positive change in greenhouse emissions
- Updated service schedule shared with sister agencies and to be provided to the public soon
- Rollout of electric trains and combined with diesel trains in mid-August. Running an all-electric train service with new, more frequent service schedule on September 21<sup>st</sup>
- Quarterly public celebrations are being planned
- Successful power testing, punch list now at 95.4 percent complete, and As Built at 68 percent completed

### Public comments

Jay Adams commented on the number of bathrooms available on electric trains and inquired how many total trainsets are in entire fleet.

Jeff Carter commented on the overcrowding after ball games and lack of bathroom and bike space on new trains.

Aleta Dupree, Team Folds, commented on the need to focus on impedance bonds.

Adrian Brandt commented on wheel flat spots, requested removal, and staff to work with Stadtler to determine root cause.

Adina Levin, Friends of Caltrain and Seamless Bay Area, supported soft and full launch of electric service, celebrate improved transfers, and helpful to have connections information

Doug DeLong commented on deficiency of bathroom facilities, especially during postgame situations, and the possibilities of using bombardier train sets with diesel as postgame special trains to address overcrowding issues.

Chair Davis questioned the total trainsets in fleet and staff confirmed there are 19 trainsets.

## **13. Reports**

13.a. Report of the Citizens Advisory Committee - Brian Shaw, Chair, provided the report, which included the following:

- Fare recommendations for youth fares, suggested marketing improvements on promotional products, and received fare enforcement update
- Flat spots on electric train wheels and plan for repairing damaged EMUs (electric multiple units)
- Introduced a new committee member and reappointed two members
- Public comment: did not find the new alert system to be useful for occasional riders
- Concerns about improving access to the challenging stations, consider pedestrian tunnels for equitable access, received safety update and QR (quick response) suggestion; need for frequent tree inspections, especially before storm season, and disappointment with the Wi-Fi delay on the new EMUs
- Began discussions for a Measure Oversight Committee, a subcommittee was proposed to review the audit with initial meetings planned for September and final approval of audit

Executive Director Michelle Bouchard clarified that Wi-Fi will not be ready for the soft launch but will be available for the launch on September 21, 2024.

13.b. Report of the Chair - Chair Davis looks forward to the inaugural ride on electrified system and noted that the closed session was extended due to detailed improvements to the employee performance review process and an ad hoc committee was formed.

13.b.i. Proclamation in Appreciation for Dora Seamans - the Board Members expressed their appreciation, gratitude, and best wishes.

Public comment

Jeff Carter expressed appreciation of Ms. Seamans' work, such as handling Board operations and public records requests, and wished her the best in future endeavors.

Adina Levin expressed gratitude for her service, supporting public feedback, and Board operations.

Aleta Dupree, Team Folds, expressed appreciation and gratitude in how Ms. Seamans accepted and welcomed her to the meetings and accurately reflected her in the minutes.

Manolo Gonzalez, Santa Clara Valley Transportation Authority (VTA) Staff Liaison, thanked Ms. Seamans for her collaboration and getting many things done behind the scenes.

Ms. Seamans appreciated the comments and recognition, noted the great work being done by the Board, agency, and team, and expressed her gratitude.

Motion/Second: Gee/Davis

Ayes: Abe-Koga, Burt, Gee, Medina, Zmuda, Heminger, Davis

Noes: None

Absent: Mueller, Walton

13.c. Report of the Local Policy Maker Group (LPMG) - Chair Burt had nothing to report.

13.d. Report of the Transbay Joint Powers Authority (TJPA) - Chair Gee reported that the project was approved to enter into the engineering phase resulting in a \$3.4 billion commitment from the Federal Government and are working on the next steps for the local funding plan. He noted that the Board selected him to serve another year as Chair.

**14. Correspondence** – Available online.

**15. Board Member Requests** – There were none.

**16. Date/Time of Next Regular Meeting: Thursday, September 5, 2024 at 9:00 am.**

**17. Adjourn** – The meeting adjourned at 12:05 pm.