

**Peninsula Corridor Joint Powers Board
Board of Directors
1250 San Carlos Avenue, San Carlos, CA 94070
Minutes of September 5, 2024**

Members Present: Margaret Abe-Koga (arrived at 9:52am), Pat Burt, Jeff Gee, Ray Mueller, Shamann Walton, Monique Zmuda, Steve Heminger (Vice Chair), Devora “Dev” Davis (Chair)

Members Present via Teleconference: Rico E. Medina

Members Absent: None

Staff Present: J. Baker, T. Bartholomew, M. Bouchard, C. Fromson, J. Harrison, J. Hogan, L. Lumina-Hsu, K. McCoy (BBI, Inc), D. Ryan, B. Shaw, P. Shrestha, M. Tseng

1. Call to Order/Pledge of Allegiance

Chair Davis called the meeting to order at 9:00 am and led the Pledge of Allegiance.

2. Roll Call

Acting District Secretary Margaret Tseng 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 none.

Chair Davis stated closed session items will be heard in the following order: Item 4, 6, and 5.

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

4.a. Property: 2529 Broadway Redwood City, CA

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

- 5.a. Property: 375 Beale Street, San Francisco, CA
- 5.b. Property: 166 N. Rollins Road, Millbrae, CA
- 5.c. Property: 153 Townsend Street, San Francisco, CA
- 5.d. Property: 305 Main Street, Redwood City, CA

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

Public comments

Aleta Dupree commented on Caltrain’s potential new headquarters locations and Executive Director Performance Evaluation.

*The Board convened in closed session at 9:03 am
Director Age-Koga joined the meeting at 9:52 am
The Board reconvened in regular session at 10:24 am*

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

James Harrison, General Counsel, reported that there were no reportable actions for Items 5 and 6, however, reported that the Board considered item 4, the proposed terms with Minkoff Group and presented the proposed resolution with terms.

Motion/Second: Heminger/Walton

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

Noes: None

8. Public Comment for Items Not on the Agenda

Chair Davis announced public comment reduced to one minute due to time constraints.

Aleta Dupree commented on electrification, Clipper, and ticket vending machines.

Connie Arnold commented on train accessibility, accessible restrooms, and electric wheelchair users.

Richard Skaff commented on accessible bathroom Federal standards compliance.

Jeff Carter commented on electric trains soft launch.

Adrian Brandt commented on train accessibility, mini-high platforms, and manual cranks for wheelchairs.

Varun Bhargava spoke in support of a regional funding measure and working with MTC (Metropolitan Transportation Commission).

Kathryn Hedges commented on the San Jose Diridon Station, a regional funding measure with full funding for Caltrain, and transit agency coordination and schedule timing.

Tim Oey spoke in support of a regional funding measure with full funding for Caltrain.

Deborah Goldeen commented on the electric train car sounds, seats, interior design, and bike car seatings.

Chris Flokowski commented on new electric trains, ridership, bathrooms service schedule, and the alert systems.

9. Report of the Executive Director

Michelle Bouchard, Executive Director, provided a report which included the following:

- Rider responses to soft launch of the electric trains
- Local and National press coverage of the electric fleet, the project will be featured at the APTA (American Public Transportation Association) Conference in Anaheim, and will be discussed at the Commuter Rail Coalition
- Electric Train Launch Parties on September 21st and 22nd at every city along the corridor

- Caltrain funding challenges and opportunities will return to the Board in November and December during the Budget and Deficit Update

Public comment

Aleta Dupree commented on electrification launch and electricity cost.

Calley Wang commented on new schedule and spoke in support of regional funding measure.

Adrian Brandt commented on cost reduction measures, number of train cars, and fare inspector staffing.

Adina Levin commented on electrification launch party and new schedule.

10. Consent Calendar

10.a. Meeting Minutes of August 1, 2024

10.b. Acceptance Statement of Revenues and Expenses for the Period Ending July 31, 2024

10.c. Disposition of 58 Gallery Cars and 18 Diesel Locomotives - *Approved by Resolution 2024-52*

10.d. Authorize Execution of Contracts and Amendments for Information Technology Hardware, Software, Licenses, Maintenance Services and Professional Services, and Technology-Related Products and Services, Through Piggyback Contracts and Cooperative Purchasing Programs* - *Approved by Resolution 2024-53*

10.e. Adopt Updated Caltrain Station Access Policy - *Approved by Resolution 2024-54*

10.f. Authorize Increase in Contract Change Order Authority for Mini-high Platform Project* - *Approved by Resolution 2024-55*

Public comment

Aleta Dupree, Team Folds, commented on financial report cost classification.

Motion/Second: Gee/Zmuda

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

Noes: None

11. Proclamation Declaring September Railroad Safety & Suicide Prevention Month

Tasha Bartholomew, Communications Manager, provided the presentation that included the following:

- Caltrain partners with other agencies nationwide
- Caltrain will be posting suicide prevention resources online and on social media platforms
- Participate with transit police on rail safety blitz to educate drivers
- Provide suicide prevention training to employees with Santa Clara County Department

Taylor Coutts, StarVista Crisis Service Center, spoke on and received the Proclamation.

Motion/Second: Gee/Davis

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

Noes: None

Public comment

Jeff Carter expressed appreciation for Caltrain's suicide prevention efforts.

Adrian Brandt commented on crossing safety and photo enforcement.

Connie Arnold commented on statistics of suicides.

12. Adopt Policy Regarding Trees on or Adjacent to the Caltrain Right of Way

James Harrison, General Counsel, provided the presentation that included the following:

- Caltrain risk assessment will be completed on a quarterly basis
- Transit America Services, Inc. (TASI) has on-call tree removal contractors so fallen trees can be quickly addressed
- Review of heatmap of trees that pose the greatest risk
- Caltrain has the authority to assess and mitigate risk of trees on Caltrain property
- Staff is engaging with municipalities to coordinate with municipalities arborist on tree removal. Thus far, staff has met with 10 of 18 municipalities and plan to complete meetings by end of Summer
- Communications staff is working on public education
- Goal to protect public, public safety, damage to Caltrain assets, and reduce liability
- Explained process for tree removal on private property
- Explained budget impact and additional cost to address trees on private properties. Proposing \$250,000 for Fiscal Year 2025 (FY25) to pay for cost of pruning or removing trees on private property and replanting trees. Reevaluate annual allocation based on data received in FY25

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

- Provide progress and tree removal updates annually
- Addressing cost barriers of private property owners
- Compliance with local tree policies

Motion/Second: Zmuda/Heminger

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

Noes: None

Public comment

Connie Arnold commented on policy incorporation of tree trimming and pedestrian safety.

13. State and Federal Legislative Update

Casey Fromson, Chief of Staff, Devon Ryan, Government Affairs Officer, and Jason Baker, Director of Government and Community Affairs, provided the presentation, which included the following:

- Current deficit of \$77 million per year
- Societal changes to riders with less commuters
- Previously relied on fare budget which was \$103 million in 2023 and currently \$43 million in 2024
- No contributions from member agencies received
- Energy costs has increased 65 percent from initial groundbreaking
- Assumptions on current deficit projections including service levels, ridership growth, energy costs, low carbon fuel source, traction power system maintenance, and increasing insurance costs
- San Francisco, San Mateo, and Santa Clara Counties member agency contributions are based on deficit averages
- Current MTC (Metropolitan Transportation Commission) Select Committee scenarios to fund transit agencies overview addressing Caltrain funding and the farebox shortfall; funding mechanism via sales tax, parcel tax, or payroll tax; and the Caltrain deficit coverage based on the two scenarios would be 91 percent or 43 percent
- Scenario One (Core Transit Framework) involves four counties of Alameda, Contra Costa, San Francisco, and San Mateo, with opt-ins for five counties, using a sales tax which would cover 91 percent of Caltrain deficit
- Scenario Two (Go Big Framework) involves nine counties using parcel tax or payroll tax which would cover 43 percent of Caltrain deficit
- Caltrain only measure discussion of sales tax, parcel tax, mixture of taxes, or sales tax and county member contributions in the three counties
- October 21st MTC Executive Committee will vote to approve framework for a transportation measure and poll after the November elections because of impacts the elections may have
- Regardless of the MTC scenario, it does not address the deficit and the high fixed costs for transit

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

- Creation of contingency plan of Caltrain funding measure to fully fund Caltrain on its own
- Concerns for first and second scenarios
- Consider, review, and address revenue and expenditures including the high fixed costs

- Regional measure that covers nine counties need to cover all needs and not partial. Challenge with regional effort is not every county carries its own weight and addressing the trade-offs
- Consider what is the state investment and what is the state's intent of their commitment if a regional measure is passed
- Need to provide taxpayers and users with a coordinated system and consolidation
- Possibility of member contributions, Measure RR and percentages by county

Public comment

Sprague Turplin spoke in support of a regional funding measure and work with MTC.

Tim Oey spoke in support of a regional funding measure and work with MTC.

Aleta Dupree commented on electricity costs and regional funding.

Adrian Brandt spoke in support of a regional funding measure and member agency contributions.

Marc Chang, San Francisco Municipal Transportation Youth Board member and high school student expressed support for regional funding measure of nine Bay Area counties.

Julie Shanson spoke in support of a regional funding measure.

Matthew Deng commented on electrification and spoke in support of a regional funding measure and work with MTC.

Zafarali Ahmed spoke in support of a regional funding measure and work with MTC.

Kevin Rennie spoke in support of a regional funding measure and work with MTC.

Kathryn Hedges spoke in support of coordinated regional measure

Lesley Beatty spoke in support of a regional funding measure.

Adina Levin spoke in support of a regional funding measure and coordination of transit systems.

Director Walton left the meeting at 12:00 pm

Jeff Carter spoke in support of a regional funding measure and work with MTC.

Katherine Dumont commented greenhouse gases, need transit for young, old, tourist, need connections, spoke in support of regional funding measure.

Calley Wang spoke in support of a regional funding measure and work with MTC.

Anthony Lazarus spoke in support of a regional funding measure.

Paul Wendt spoke in support of a regional funding measure, work with MTC, and individual member agency contributions.

Alex Maldonado spoke in support of a regional funding measure and work with MTC.

Li Zhang spoke in support of a regional funding measure and work with MTC.

Betsy Megas spoke in support of a regional funding measure and regional collaboration for efficient transit.

Maya Chaffee spoke in support of a regional funding measure of counties Caltrain serves and work with MTC.

Caroline Horn commented on transit agency coordination.

14. Update Regarding Implementation of JPB Governance MOU

Deferred to the next regular scheduled Board of Directors meeting.

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

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

- Project timeline, upcoming celebration on September 21st and train sets delivery schedule
- Outstanding top risks including impedance bonds cables thefts, closeout of open traction power system items, closeout of punchlist items. Final safety acceptance started and will be completed in next few days
- Updated service schedule is posted for the public
- Electric Train Launch Party, city celebrations at stations, and free fares during the weekend of September 21st and 22nd
- Punchlist completion/acceptance is at 97.5 percent, on track to complete final assessment by September 21st and reviewed the remaining punch list items

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

- Disposition of fund sources, contingency, incentive programs, and agreement

Director Gee left the meeting at 12:36 pm

Public comment

Aleta Dupree commented on electrification close-out.

Adrian Brandt commented on wheel flat spots on train sets.

John Hogan, Chief Operating Officer, clarified the trains do not have flat spot problems. Staff went on site and watched the trains. There were five trains this week with emergency braking, but not finding flat spots as the issue. Crew notifies management if there were flat spots or any issues so it may be addressed.

16. Reports

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

- CAC members serve on the Measure RR Oversight Committee
- Observations by members of echoing by PA (public address) system
- Confusion of bike capacity of the new trains
- Update on schedule coordination with BART (Bay Area Rapid Transit)

16.b. Report of the Chair - Chair Davis, provided the report, which included the following:

- Updated service schedule for electric services
- As part of Railroad Safety Month, start each meeting with a safety brief starting September 2024
- Encouraged attendance at Electric Launch Party Celebration

16.b.i. Proclamation of Appreciation for Carl Guardino - Chair Davis noted Mr. Guardino being a huge proponent of Caltrain, worked hard on Measure RR, and a supporter of electrification Motion/Second: Davis/Burt

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

Noes: None

Absent: Gee, Walton

16.c. Report of the Local Policy Maker Group (LPMG) - Chair Burt provided the report, which included the following:

- Received a presentation on Station Access Policy
- Need for station activation
- Station Wi-Fi linked to onboard Wi-Fi for seamless transition
- Interest in the Bay Pass pilot

17. Correspondence – Available online.

18. Board Member Requests

Director Mueller stated memo was shared, Supplemental Reading #1, for request for information or asking academic and Artificial Intelligence (AI) companies on use of AI system used to identify individuals on tracks. Requested agenda item at a future Board Meeting to direct staff to go out for Request for Information.

19. Date/Time of Next Regular Meeting: Thursday, October 3, 2024 at 9:00 am.

20. Adjourn – The meeting adjourned at 12:57 pm.