

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

MINUTES OF JUNE 6, 2019

MEMBERS PRESENT: G. Gillett (Chair), C. Brinkman, J. Bruins, C. Chavez, C. Collins, D. Davis, C. Stone, S. Walton, D. Pine

MEMBERS ABSENT: None

STAFF PRESENT: J. Hartnett, C. Mau, T. Bartholomew, M. Bouchard, J. Brook, A. Chan, D. Hansel, B. Fitzpatrick, C. Fromson, J. Funghi, D. Hansel, J. Lipps, L. Millard-Olmeda, S. Petty, C. Scarella, D. Seamans, S. van Hoften

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Gillian Gillett called the meeting to order at 10:07 a.m. Director Walton led the Pledge of Allegiance.

ROLL CALL

District Secretary Dora Seamans called the roll and confirmed all present.

Chair Gillett announced changes to the agenda as follows: Item#13 Update on the San Jose Diridon Integrated Station Concept Plan deferred to the July agenda and moved Item# 11 Electric Train Reconfiguration and Bike Improvements at Stations, Associated Change Order to Stadler, USA Inc. Contract up to follow after Item# 8 Report of the Executive Director.

PUBLIC HEARING FOR ENERGY SERVICE CONTRACT FOR ENERGY-EFFICIENT LIGHTING RETROFIT AT 20 CALTRAIN STATIONS

Award of Contract to A Bright Idea for Energy-Efficient Lighting Retrofit of 20 Caltrain Stations

Amelia Timbers, Principal Planner, Sustainability provided a report on the project, highlights including the following: the project will retrofit approximately 2,726 lights located on platforms, passenger shelters, pedestrian underpasses, parking lots and other buildings at 20 Caltrain stations; the efficient light-emitting diode (LED) lights are expected to reduce electricity costs by approximately \$261,000 per year and will reduce maintenance costs due to longer expected product lifetimes. She also noted that the project will commence this Fall, and will conclude in December 2019 to allow the JPB to submit documentation of project completion by the end of the year to receive approximately \$210,000 in PG&E energy-efficiency rebates coordinated through San Mateo County Energy Watch (SMCEW).

Staff provided further clarification in response to Board comments and questions. The presentation can be found on the Caltrain website link provided here:

[http://www.caltrain.com/Assets/_Agendas+and+Minutes/JPB/2019/Findings+\\$!26+Award+of+Energy+Service+Contract+for+Energy-efficient+Lighting+Retrofit.pdf](http://www.caltrain.com/Assets/_Agendas+and+Minutes/JPB/2019/Findings+$!26+Award+of+Energy+Service+Contract+for+Energy-efficient+Lighting+Retrofit.pdf)

David Cary, Belmont, commented on the bid process of the project.

Doug DeLong, Mountain View, expressed his support on the project.

Aleta Dupree, Oakland, expressed support and approval of the project.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Aleta Dupree, Oakland, commented on the mobile phone application.

Shirley Johnson, San Francisco, provided handouts and comments and suggestions regarding funding.

Anne de la Rosa, expressed concern regarding Hayward Park Spur Track.

Director Chair Stone commented that there will be a community meeting and suggested to spread the information amongst neighborhoods.

Scott, San Francisco, commented on Caltrain Electrification project and provided suggestions.

Roland Lebrun, San Jose, commented on a closed session item that was presented during a SamTrans Board meeting.

Adina Levin, Friends of Caltrain, provided comments regarding the Dumbarton project and Caltrain Business Plan.

RECEIVE KEY CALTRAIN PERFORMANCE STATISTICS

Public comment

Adina Levin, Friends of Caltrain, commented on services and infrastructure needs.

AUTHORIZE THE EXECUTION OF CONTRACTS FOR TECHNOLOGY RELATED PRODUCTS AND SERVICES TO VENDORS UNDER COOPERATIVE PURCHASING PROGRAMS

AUTHORIZE THE EXECUTION OF CONTRACTS FOR INFORMATION TECHNOLOGY LICENSES, MAINTENANCE SERVICES AND PROFESSIONAL SERVICES

Public comment

David Cary, Belmont, provided comments regarding agency's webpage.

CONSENT CALENDAR

- a. Approved Meeting Minutes of May 2, 2019
- b. Accepted Statements of Revenues and Expenditures for April 2019
- c. Received Key Caltrain Performance Statistics – April 2019
- d. Received State and Federal Legislative Update and Approved of Legislative Proposal

- e. Received Caltrain Business Plan Monthly Update
- f. Received Capital Projects Quarterly Report
- g. Approved Resolution 2019-15, Authorized the Execution of an Amendment of an Agreement with the County of San Mateo for Law Enforcement Services
- h. Approved Resolution 2019-16, Amended to Increase the Fiscal Year 2019 Capital Budget for the South Linden Avenue and Scott Street Grade Separation Planning Study
- i. Approved Resolution 2019-17, Adopted of Caltrain Short Range Transit Plan for Fiscal Years 2018 to 2027
- j. Approved Resolution 2019-18, Authorized the Execution of Contracts for Technology Related Products and Services to Vendors Under Cooperative Purchasing Programs
- k. Approved Resolution 2019-19, Authorized the Execution of Contracts for Information Technology Licenses, Maintenance Services and Professional Services
- l. Approved Resolution 2019-20, Approved and Ratify the Fiscal Year 2020 Insurance Program

Motion/Second: Bruins/Stone

Ayes: Brinkman, Bruins, Chavez, Collins, Davis, Walton, Pine, Gillett

Absent: Stone (left at 10:47 a.m.)

Noes: None

REPORT OF THE CHAIR

Chair Gillett announced the member vacancy on the JPB CAC Committee.

REPORT OF THE CITIZENS ADVISORY COMMITTEE (CAC)

Brian Shaw, Chair of the Citizens Advisory Committee, reported on details on the recent CAC Committee meeting including a summary of the public comments that were addressed at the meeting.

Public comment

Scott, San Francisco, provided a comment regarding the CAC and Bicycle Advisory Committee.

Vincent De Martel, commented on the cost of reconfiguration and bike cars.

Roland Le Brun, San Jose, commented on the power point slides.

REPORT OF THE EXECUTIVE DIRECTOR

Jim Hartnett, Executive Director, said his report is in the reading file. Mr. Hartnett also provided a report regarding the Santa Clara County Service Improvements, the Metropolitan Transportation Commission Plan Bay Area and the Caltrain Business Plan.

Peninsula Corridor Electrification Project (PCEP) Monthly Report for April 2019

Liria Larano, Deputy Chief, CalMod, provided a brief monthly report on the status of the electrification project; the report included electrification construction activities and the schedule.

Monthly Report on Positive Train Control (PTC) System

Michelle Bouchard, Chief Operating Officer, Rail, provided a report on PTC related activities, project schedule and change orders.

Public Comment

Aleta Dupree, Oakland, provided suggestions on project goals, the schedule and the budget.

Drew, San Mateo, questioned the expansion of services to the South County.

Roland Lebrun, San Jose, commented on the 16th Street Grade Crossing.

ELECTRIC TRAIN RECONFIGURATION AND BIKE IMPROVEMENTS AT STATIONS, ASSOCIATED CHANGE ORDER TO STADLER, USA INC. CONTRACT

Michelle Bouchard, Chief Operating Officer, Rail, Dan Provence, Principal Planner, Casey Fromson, Director Government and Community Affairs, provided reports. The highlights of the report included bike car security concerns, additional capacity requested for the bike community, outreach processes, activities, funding and staff considerations.

Staff provided further clarification in response to Board comments and questions. The presentation can be found on the Caltrain website link provided here:

[http://www.caltrain.com/Assets/_Agendas+and+Minutes/JPB/2019/Electric+Train+Reconfiguration+\\$126+Bike+Improvements+at+Caltrain+Stations.pdf](http://www.caltrain.com/Assets/_Agendas+and+Minutes/JPB/2019/Electric+Train+Reconfiguration+$126+Bike+Improvements+at+Caltrain+Stations.pdf)

Director Shamann Walton left at 11:30 a.m.

Public Comment

Miguel Lopez Saenz, San Francisco, commented on the bike space.

Deborah Freitas, San Jose, commented on the proposed bike layout.

Vaughn Wolff, Pleasanton, commented on the train configuration for bikes.

Vincent De Martel, Palo Alto, provided a comment on the train reconfiguration.

Scott, San Francisco, commented on bike space and dwell times on trains.

Shirley Johnson, San Francisco, commented on the ratio of seats for bikes.

Richard Poe, Menlo Park, commended the Board and commented on the bike support system.

Giuliano Carlini, Belmont, thanked staff and the Board and commented on support for cycling.

Roland Lebrun, San Jose, commented on the *Palo Alto Daily News* and the staff's PowerPoint presentation.

Herb Borock, Palo Alto, provided suggestions on bike configuration.

Lorraine Ling, Stanford, suggested bike car designs.

Ranjeet Tate, Cupertino, commented on train and station bike capacity improvements.

Jeff Carter, Millbrae, commented on bike electric multiple unit (EMU) configurations.

Thomas Heiser, San Mateo, provided suggestions regarding train reconfiguration and bikes.

Aleta Dupree, Oakland, provided suggestions regarding bike car configurations.

David Cary, Belmont, provided suggestions regarding electric train reconfigurations.

Emma Shlaes, Silicon Valley Bicycle Coalition, commended staff on the EMU and bike improvements.

Janice Li, San Francisco Bicycle Coalition, provided suggestions and comments regarding bike car reconfiguration.

Adina Levin, Friends of Caltrain, provided recommendations regarding bikes.

Drew, San Mateo, commented on sales tax and provided suggestions on bike reconfigurations.

Director Dev Davis left at 12:35 p.m.

Approved by Resolution 2019-22

Motion/Second: Stone, Brinkman

Ayes: Brinkman, Bruins, Chavez, Collins, Stone, Pine, Gillett

Absent: Davis, Walton

Noes: None

ADOPTION OF FISCAL YEAR 2020 OPERATING AND CAPITAL BUDGETS, AND AUTHORIZATION TO USE REVENUE STABILIZATION FUNDS

Derek Hansel, Chief Financial Officer, provided a presentation on the Adoption of Fiscal Year 2020 Operating and Capital Budget; highlights of the report included Caltrain's continued challenges, proposed funding sources/revenue, next steps that include continue working with members to finalize capital investments for FY2020 as well as continued work with the Board and members to study and address funding gaps for FY2021 and beyond.

Staff provided further clarifications in response to Board comments and questions. The presentation can be found on the Caltrain website link provided here:

http://www.caltrain.com/Assets/_Agendas+and+Minutes/JPB/2019/2019-06-06+JPB+Budget+presentation.pdf

Public Comment

Mila Zelkha, Palo Alto, suggested alternatives pertaining to budget.

Court Skinner, East Palo Alto, suggested building more public outreach to remedy budget constraints.

David Pollack, San Carlos, commented on transportation fares.

Approved by Resolution 2019-21

Motion/Second: Stone, Brinkman

Ayes: Brinkman, Bruins, Chavez, Collins, Stone, Pine, Gillett

Absent: Davis, Walton

Noes: None

AMENDMENT TO THE CALL FOR A PUBLIC HEARING FOR PROPOSED CODIFIED TARIFF CHANGES

Ms. Bouchard, Chief Operating Officer, Rail, provided a report of the item; highlights of the report included adopting a motion to reschedule the August 1, 2019 Board of Directors meeting from 10:00 a.m. to 9:00 a.m., waive the provision in Section 4 of the Board of Directors' Rules of Procedure that establishes 10:00 a.m. as the regular Board meeting time for purposes of the August 1 meeting, and expand the scope of the public hearing scheduled for the Peninsula Corridor Joint Powers Board's August 1, 2019 meeting to consider additional changes to the Caltrain Codified Tariff. She noted that the additional proposals would further implement the recently-adopted Caltrain Fare Policy and would allow for additional revenue to mitigate future funding gaps.

Public Comment

Karen Kamacho, San Mateo, urged the Board to move away from fare increases and suggested other funding solutions.

Jeff Carter, Millbrae, commented on the means based fare system.

Adina Levin, Friends of Caltrain, provided comments on revenues, recent fare increases and ballot measure.

Andy Chow, Redwood City, commented on fare increases and suggested alternative solutions.

Director Jeannie Bruins left at 1:18 p.m.

AWARD OF CONTRACTS FOR ENGINEERING CONSULTANT DESIGN SERVICES

Julie Taylor, Director of Contracts & Procurement, provided a report on the request for the award of contract to HDR Engineering, Inc. of Walnut Creek and Rail Surveyors & Engineers, Inc. of Belmont for on-call general engineering consultants to provide design services in support of five capital projects

Approved by Resolution 2019-23
Motion/Second: Brinkman, Stone
Ayes: Brinkman, Chavez, Collins, Stone, Pine, Gillett
Absent: Bruins, Davis, Walton
Noes: None

UPDATE ON THE SAN JOSE DIRIDON INTEGRATED STATION CONCEPT PLAN

Item deferred to the July Board meeting.

CORRESPONDENCE

Public Comment

Roland Le Brun, San Jose, commented on the timing of publishing correspondence files.

Chair Gillett responded and informed the public that she will work with the Board Secretary's office on an efficient process.

BOARD MEMBER REQUESTS

None.

**DATE/TIME OF NEXT REGULAR MEETING: THURSDAY, JULY 11, 2019 AT 10:00 A.M.
SAN MATEO COUNTY TRANSIT DISTRICT ADMINISTRATIVE BUILDING, 2ND FLOOR,
1250 SAN CARLOS AVENUE, SAN CARLOS, CA 94070**

Chair Gillett announced that the next meeting would be held on Thursday, July 11, 2019 at 10 a.m.

ADJOURN

The meeting was adjourned at 1:24 p.m.