

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

MINUTES OF JANUARY 4, 2018

MEMBERS PRESENT: J. Bruins, D. Davis, G. Gillett, D. Pine, C. Stone, K. Yeager,
J. Gee (Chair)

MEMBERS ABSENT: C. Brinkman, M. Zmuda

STAFF PRESENT: T. Bartholomew, A. Chan, D. Couch, M. Bouchard, J. Cassman,
A. Chan, C. Fromson, C. Gumpal, , J. Hartnett, M. Jones, L.
Larano, J. Le, R. Lobo, M. Martinez, C. Mau, L. Millard, S. Murphy,
J. Navarro, J. Nogales-Deguzman, V. O'Brien, R. Russell, E. Scanlon,

Chair Jeff Gee called the meeting to order at 10:00 am and Director Charles Stone led the Pledge of Allegiance.

REPORT OF THE NOMINATING COMMITTEE

Director Devora Davis said the committee met and are recommending Director Jeannie Bruins for Chair and Director Gillian Gillett for Vice Chair.

Motion/Second: Davis/Yeager

Ayes: Bruins, Davis, Gillett, Pine, Stone, Yeager, Gee

Absent: Brinkman, Zmuda

PUBLIC COMMENT

Roland Lebrun, San Jose, said there is significant congestion in Diridon station, all the traffic stops in the station; the cause of the disaster is the location of the Centralized Equipment Maintenance and Operations Facility (CEMOF) yard; it should have never been located north of San Jose; it should be relocated to South San Jose.

Paul Dyson, President of Rail Passenger Association of California (RailPac), Burbank, said he is a strong advocate of the regional solution to the mobility problems and views Caltrain as an important project; it must be executed competently and at a reasonable cost; it is a template for any future electrification projects in California. He said Caltrain is under a lot of pressure and hope staff takes their charge seriously. He has been concerned over the signaling system and constant increase in the budget; he hopes staff can get it under control and deliver a good project as an example to the rest of the State.

Nerissa Dexter, Atherton, said the Caltrain Business Plan draft strategy and scope states that one of Caltrain's three major goals is to work with partner jurisdictions and agencies to maximize community benefits and minimize impacts as the Service Vision is implemented over time.

She said a petition was submitted to the Board during the last meeting by the residents of Lloyd Park and raised the question of whether the Business Plan is a serious document to guide Caltrain's work or for a ballot initiative. She said Caltrain's letter to the town regarding the unnecessary industrial scale of the electrification poles contradicts the Business Plan objectives.

Vincent De Martel, Palo Alto, said he is concern about the proposed bike car design and the separation of bikes from their owners. He said there are fewer bikes spaces on each train and limits the ability of Caltrain to carry more bikes in the future by adding more trains. He also said bikes are too far away from riders; this will cause more delays and increase bike theft.

Drew, San Mateo, said he appreciates staff's continued effort on ways to improve safety of pedestrians on the south side of the New Hillsdale Station.

Adina Levine, Friends of Caltrain, said staff did a great job at publicizing free train rides after 8 p.m. during the New Year's Eve holiday that helped encourage people not to drink and drive. She said when she arrived at the station at 11:30 p.m. the station was closed and staff people did not inform the public when there would be a train departing. People stood in the cold for two hours. She said it was an awful customer service and staff should work on a better way to serve customers on New Year's Eve.

CONSENT CALENDAR

- a. Approval of Minutes of Special Meeting of December 7, 2017
- b. Approval of Minutes of December 7, 2017
- c. Acceptance of Statement of Revenues and Expenditures for November 2017
- d. Receive Key Caltrain Performance Statistics – November 2017
- e. Adopt 2018 Legislative Program
- f. Receive State and Federal Legislative Update

Public Comment

Jeff Carter, Millbrae, said the items Fare Study and Fare Enforcement Ordinance that were postponed should be referenced in the minutes. Chair Jeannie Bruins requested that the minutes accurately reflect the disposition of the two items.

Motion/Second: Yeager/Stone

Ayes: Bruins, Davis, Gillett, Pine, Stone, Yeager, Gee

Absent: Brinkman, Zmuda

CHAIRPERSON'S REPORT

Resolution of Appreciation to Rose Guilbault

Approved by Resolution No. 2018-01

Motion/Second: Davis/Pine

Ayes: Bruins, Davis, Gillett, Pine, Stone, Yeager, Gee

Absent: Brinkman, Zmuda

Resolution of Appreciation to Ken Yeager

Approved by Resolution No. 2018-02

Motion/Second: Davis/Stone

Ayes: Bruins, Davis, Gillett, Pine, Stone, Yeager, Gee

Absent: Brinkman, Zmuda

CITIZENS ADVISORY COMMITTEE (CAC) REPORT

Brian Shaw, Chair, CAC, said the public concern at their last meeting was the need to provide passing stations to high speed trains in reference to the South San Francisco station project that is currently design to accommodate passing tracks. He said the CAC members requested an update on the litigation pertaining to the Communication-based Overlay Signal System (CBOSS) Positive Train Control (PTC) project. He said the members were provided information on the Business Plan and public comments included that Caltrain is a public service and not just commuter rail, the service to Gilroy needs to be improved and there should be transparency on design and provide the public more information. He said the public suggested the Business Plan should include a European style model with multiple lines on the same corridor to introduce competition. He said the staff reported that there is a plan to re-paint the railroad crossings to avoid the issue of vehicles turning into the tracks.

Public Comment

Roland Lebrun, San Jose, said the project manager for the South San Francisco project asked what a passing station is.

REPORT OF THE EXECUTIVE DIRECTOR

The written report is in the agenda packet.

Jim Hartnett, Executive Director, reported that the Business Plan is expected to be included in February's meeting agenda for the Board's adoption.

Michelle Bouchard, Chief Operating Officer Rail, reported the efforts of submitting the grant application for the Transit Intercity Rail Capital Program (TIRCP) that supports Caltrain as a regional provider that includes the benefits of electrification that is beyond the Peninsula Corridor Electrification Project (PCEP), application is due January 12. She said more information will be included on the February meeting agenda.

Peninsula Corridor Electrification Project Quarterly Report

Liria Larano, Deputy Chief, CalMod, provided an update on the Peninsula Corridor Electrification Project (PCEP). She provided key highlights on the Overhead Contact System (OCS) foundation and progress on Stadler obtaining construction permits and selected a steel structure contractor.

Public Comment

Paul Dyson, President of RailPac, Burbank, suggested that staff use this electrification project as a learning tool and in the future during the next phases of the project it will get cheaper. He said he knows Union Pacific is allergic to electrification and RailPac does not advocate passenger rail at the expense of freight, he asked for an update on the freight in the peninsula.

Roland Lebrun, San Jose, said the issue is capacity; there is not enough room for bathrooms, seats and bikes. He has issued public record requests with no response from staff. He said staff should invite the new Chief Officer of the Caltrain Modernization Program John Funghi to the Board meetings.

Adina Levin, Friends of Caltrain, said she is pleased to hear about the Cap and Trade Funding for full electrifications as well as the goals to implement the State Rail Plan. She hopes the state approves and funds these programs.

RECEIVE COMPREHENSIVE ANNUAL FINANCIAL REPORT

Rima Lobo, Director of Finance, said JPB contracts with an independent auditor, Vavrinek, Trine, Day & Co. LLP (VTD) to conduct yearly audits of the Financial Statements in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States of America.

Ahmad Gharaibeh, Vavrinek, VTD, provided a report on the Comprehensive Annual Financial Report (CAFR) that provides a summary of the JPB's finances, services and achievements. He reported there were no findings.

Public Comment

Jeff Carter, Millbrae, said the Farebox Recovery and Passenger Miles bar chart on page 57 of the CAFR should reflect weekend miles and not just weekday. He asked for more details on fare revenue through ticket sales.

Motion/Second: Davis/Pine

Ayes: Bruins, Davis, Gillett, Pine, Stone, Yeager, Gee

Absent: Brinkman, Zmuda

AWARD OF CONTRACT TO GRANITE ROCK COMPANY FOR THE GRADE CROSSING IMPROVEMENT PROJECT IN THE TOTAL AMOUNT OF \$1,635,795

Julie Taylor, Director, Contracts and Procurement, provided a report, highlights of the report include, Granite Rock Company's objective is to make recommended safety improvements at fifteen grade crossings along the Caltrain corridor, including new pedestrian gates and arms, pavement markings and markers, street medians, railing and signage. She said these near-term recommended improvements will make the grade crossings safer for motorists and pedestrians.

Approved by Resolution No. 2018-03

Motion/Second: Davis/Yeager

Ayes: Bruins, Davis, Gillett, Pine, Stone, Yeager

Absent: Brinkman, Zmuda, Gee

AWARD OF CONTRACT TO J. POWERS RECRUITING, INC. OF SACRAMENTO, CALIFORNIA TO PROVIDE TECHNICAL RECRUITING SERVICES FOR A NOT-TO-EXCEED AMOUNT OF \$3.5 MILLION FOR A FIVE-YEAR TERM

Ms. Taylor, Director, Contracts and Procurement, provided a report, highlights of the report includes, the request to approve contract with J. Powers Recruiting, Inc. that is a qualified and experienced on-call firm that would provide the best available candidates in the market for the Caltrain Modernization (Calmod) program and Rail Division, which includes Operations, Systems Engineering, Infrastructure Maintenance, Capital Program Delivery, Quality Assurance, Systems Integration and to also reject the protest received from Domain Experts Corporation (DEC). She said this item is being brought back to the Board as directed at the December 7, 2017 meeting following discussion that raised questions that required further analysis and consideration.

Juliet Nogales-Deguzman, Manager Employee Services, Human Resources, provided information on the importance on these services and how the agency would benefit from it. She said Caltrain must expand staff resources over the next five years to be able to successfully deliver and implement the new electrified rail service and serve the anticipated ongoing growth in ridership.

Ms. Taylor, Director, Contracts and Procurement, said staff and legal counsel has reviewed each of DEC allegations and the findings indicate the protest has no merit, accordingly, and pursuant to the terms of the procurement documents, the Board can elect to reject DEC's protest and award the contract to the highest ranked firm, J. Powers. She also said that based on the Board's input at the December 7, 2017 meeting, staff has further analyzed the anticipated level of contract use over the planned term, and the resulting cost estimate based on J. Powers' cost proposal (as opposed to the pre-solicitation cost estimate), these analysis has produced a more precise breakdown of the anticipated annual contract requirements and related costs, which has allowed staff to reduce the requested contract amount.

Public Comment

Ram Bala, Santa Clara, DEC, requested that the Board reject the award to a single vendor and asked to award the contract to the top three that was identified in the request for proposal process.

Roland Lebrun, San Jose, said the presentation that was provided by Human Resources (HR) is not in the meeting packet; the managing agency for Caltrain which is SamTrans has no expertise in the area of track and signaling; instead of hiring more consultants, find an agency that is capable of managing Caltrain

Approved by Resolution No. 2018-04
Motion/Second: Davis/Yeager
Ayes: Bruins, Davis, Gillett, Pine, Stone, Yeager
Absent: Brinkman, Zmuda, Gee

ADOPT ORDINANCE NO. 2 – ESTABLISHING ADMINISTRATIVE PENALTIES, FEES, AND HEARING DOCUMENTS FOR PASSENGERS RIDING CALTRAIN WITHOUT PROPER FARES AND PROOF OF PAYMENT

Michelle Bouchard, Chief Operating Officer, Rail, provided a report; highlights include:

Current Proof-of-Payment

- honor-based system
- time intensive which hinders more checks
- fines are \$250 plus court administrative fees which can go up to \$600 depending on the jurisdiction and are criminal infractions
- people respond aggressively toward conductors and fine collections are rare

Proposed Ordinance

- mirrors statutory authority and reflects peer agency benchmarking
- reduce fines to a \$75 administrative penalty
- reduces man-hours, facilitates conductors to conduct fare enforcement, standardizes fare enforcement/hearing process and has the potential to generate more revenue

Public Comment

Jeff Carter, Millbrae, asked the percentage rate of fare evasion. He said the system should address legitimate reasons for not having proper fare; he never understood gate checks as proof of payment is supposed to be random inspections; people should not have to wait to get on the train for conductors to do gate check.

Adina Levine, Friend of Caltrain, suggested to research on how to make this a less discretionary policy on who gets cited and who gets discretion.

Roland Lebrun, San Jose, said the board item is perfect and hopes the Board approves the ordinance. He said Joe Navarro, Director of Rail Operations has transformed the Caltrain system to the maximum. He said in the past passengers were trapped in the trains without air conditioning and breaking windows to get out of the train, Joe Navarro fixed the issue. He asked staff to give Mr. Navarro credit for his great work.

Andy Chow, Redwood City, said he supports the ordinance but the problem is the law enforcement aspect, he hopes that staff is sensitive on how to deal with the new process and not be a violent confrontation that would cause unsafe situations.

Approved by Resolution No. 2018-04

Motion/Second: Davis/Yeager

Ayes: Bruins, Davis, Gillett, Pine, Stone, Yeager

Absent: Brinkman, Zmuda, Gee

CALTRAIN FARE STUDY UPDATE

Elizabeth Scanlon, Manager, Caltrain Planning, provided a report, highlights of the report include an overview of the study, key findings from Existing Conditions and Peer Comparison Reports, Fare Study Rider Survey highlights, estimated elasticity of demand for Caltrain's current system, staff recommendations on scenarios of potential fare

changes to test and an update on Metropolitan Transportation Commission's (MTC) Regional Means-Based Fare Study.

Public Comment

Jeff Carter, Millbrae, said the study overview objective to maximize revenue while enhancing ridership and safeguard social and geographic equity is self-defeating, the elasticity is going to break at some point. He said the Farebox recovery is at the highest and Caltrain is not taking advantage of it. He also said the survey does not address problems such as more fare and equitable from point to point verses the zone system, the Go Pass users, social equity and low cost time base multi rider pass such as a seven day weekly pass.

Roland Lebrun, San Jose, said he does not understand why the zone-base is so complicated, he suggested staff consider the tag on/off on the train. He said how about staff elasticity verses passenger elasticity; staff does not need to pay they ride for free; their salaries are high therefore they should pay. He suggested reducing the staff's salary by five percent every year.

Adina Levin, Friends of Caltrain, said some people do not have access to the Go Pass or monthly pass as it might be too expensive; others use Caltrain as a special occasion train as oppose to a regular transportation. She suggested researching people that are not using the system and possibly restructuring the Go Pass.

Andy Chow, Redwood City, said the Clipper system is not set up to allow the public to tag on/off there should be a system with fare gates but with installed extra gates to avoid crowding issue. He suggested that the daily riders that pay per ride basis could possibly get a free pass on the tenth ride. He said there are communities that could not afford the cost of high cost of Caltrain fare and forces them to use the local transit that is unsafe.

Drew, San Mateo, suggested maybe having smaller zones; he would take Caltrain more on shorter trips in the same zone as oppose to a round trip to two stations as it would be too expensive; or maybe more zones so the spike of crossing a zone and then another round trip would less.

Director Davis asked staff to include zone fare increase in the study that includes a comparison of base verses zone.

BOARD MEMBER REQUESTS

Director Gillett requested that the Board adjourn in Memory of San Francisco Mayor Ed Lee.

DATE/TIME/PLACE OF NEXT REGULAR MEETING

Thursday, February 1, 2018, 10:00 a.m. at San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA 94070.

Adjourned at 12:24 p.m. in Memory of San Francisco Mayor Ed Lee.