

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

MINUTES OF MAY 5, 2016

MEMBERS PRESENT: M. Cohen, J. Gee, R. Guilbault, R. Peralez, J. Ramos, A. Tissier, P. Woodward (Chair), K. Yeager

MEMBERS ABSENT: J. Cisneros

STAFF PRESENT: J. Averill, J. Barker, M. Bouchard, J. Cassman, A. Chan, D. Couch, B. Fitzpatrick, C. Fromson, G. Harrington, J. Hartnett, C. Harvey, E. Kay, M. Martinez, N. McKenna, S. Murphy, M. Senatore, M. Simon, P. Skinner, S. van Hoften

Chair Perry Woodward called the meeting to order at 10:08 a.m. and led the Pledge of Allegiance.

PUBLIC COMMENT

Jeff Carter, Millbrae, thanked staff and the Board for placing the presentations online before the meeting.

Roland Lebrun, San Jose, said last month there were three engine failures including the train after the Sharks game that got to San Francisco at 3 a.m. He said Metrolink got at least 40 locomotives but had some deployment issues and the locomotives are sitting in their yard. The JPB should ask if Metrolink has spares that the JPB can use. He asked the Board to move the Annual Passenger Counts to before the Caltrain Modernization (CalMod) Update to inform the bikes and bathrooms decisions. Bike boardings have dropped significantly and there is only one reported bike bump for every five trains.

Jerry Carlson, San Carlos, said in the trackage rights agreement between the JPB and Union Pacific Railroad (UP), UP retained exclusive rights for freight and intercity passenger service through the Caltrain corridor. UP reminded the California High Speed Rail Authority (CHSRA) that the CHSRA has not secured rights to operate intercity passenger service on the Caltrain corridor. He asked how it could be a funded system without UP agreeing to allow CHSRA to use the corridor, and what UP will demand for it. It could be money or greater spacing between tracks for freight and passenger rail service. UP has raised its demand for track separation because of safety concerns. This could have consequences for properties along the right of way. Every time this question has been asked, the answer is always that it is under discussion. The CHSRA told the Local Policy Makers Group that it has a statewide agreement with UP covering all regions, but UP said there is no existing agreement. The Board should be concerned because the CalMod Program plans are based on the assumption that CHSRA will be using the corridor.

CONSENT CALENDAR

- a) Approval of Minutes of April 7, 2016
- b) Acceptance of Statement of Revenues and Expenses for March 2016

These items will be continued on the next month's agenda to correct an administrative error.

CHAIRPERSON'S REPORT

Chair Woodward said applications are being accepted to fill seats on the JPB Citizens Advisory Committee (CAC). Applications are due on June 3 and appointments will be made at the July 7 Board meeting.

Appointment of Clarissa Cabansagan to Represent San Francisco on the CAC

Motion/Second: Cohen/Tissier

Ayes: Cohen, Gee, Guilbault, Ramos, Tissier, Yeager, Woodward

Absent: Cisneros, Peralez

REPORT OF THE CAC

Brian Shaw, Vice Chair, CAC, said:

- The CAC is pleased to see the appointment of a new member.
- The May agenda will include a CalMod update, preliminary review of the budgets, and the results of the Customer Experience Survey.
- At the CAC meeting of April 20, the CAC:
 - Raised concerns about station doors being locked ahead of trains departing at the 4th and King Caltrain Station.
 - Expressed concerns about on-time performance (OTP) and how it is measured by Caltrain. Suggestions were provided to look at peak-hour performance apart from just looking at the overall system, which includes off-peak trains.
 - Received public comment concerns about equipment breakdowns and what is being done about it, wanting to know when the new Bombardier cars will be put into service, and improving communications about incidents.
 - Heard a report on social media efforts. With the increased use of social media platforms, the CAC is pleased to hear about more resources being made available to handle the growth in that communication.
 - Discussed the work plan for the Customer Experience Taskforce and wanted to know the timing for reports on improvements to incident management.

REPORT OF THE EXECUTIVE DIRECTOR

Peninsula Corridor Electrification Project (PCEP) Quarterly Update

Dave Couch, Project Delivery Director, presented:

- Electrification Infrastructure Contract
 - 2014: June: Pre-qualification process (six firms)
 - 2015:
 - February: Request for Proposals (RFP) issued
 - August: Proposals received (four firms)
 - October: Shortlisted (three firms)
 - December: Best and Final Offer (BAFO) issued
 - 2016:
 - February: BAFO proposal received

- March: Apparent best value proposal
- BAFO Process
 - Competition between three shortlisted firms
 - Goal to improve initial proposals received
 - Modified work windows to allow more access
 - Strategic weekend closure in tunnels allowed
 - Utilization of current signal houses with existing capacity
 - BAFO proposal results
 - Seven-month reduction in schedule
 - Significant cost savings
 - Best value proposal with highest technical score and lowest cost
- Electric Multiple Unit (EMU) Contract
 - 2014: May: Request for Information (six firms)
 - 2015:
 - January – June: Compatible boarding heights discussion (two – four firms)
 - July: RFP issued based on JPB direction
 - 2016: February: Proposal received
- Contract Next Steps
 - For both infrastructure and EMUs
 - Continue negotiation on price
 - Discuss/finalize policy decisions
 - Contract award
 - Limited Notice to Proceed for six months
 - Full Notice to Proceed in 2017

April Chan, Chief Officer, Planning, Grants, and the Transportation Authority, presented:

- Funding Update
 - May: Regional seven-party supplemental memorandum of understanding (MOU)
 - June/July: State/CHSRA agreement
 - August: Cap and Trade grant award
 - End of 2016: Federal Transit Administration (FTA) Core Capacity award
- Funding History
 - In 2008, the total cost estimate was \$1.225 billion. An equivalent amount of funding was identified.
 - In 2014, staff conducted a cost estimate update, and raised the estimate to \$1.474 billion, but available funding was \$1.225 billion.
 - In 2014 the updated cost estimate with a 30 percent contingency was \$1.76 billion and an equivalent amount of funding was identified.
 - In 2016 the bids came in and staff lowered the contingency to 20 percent. The estimated cost is \$1.98 billion with matching funding identified by increasing the FTA request for funding and State Cap and Trade funding.

Michelle Bouchard, Chief Financial Officer, Rail, presented:

- EMU Policy Discussion
- Board Action (July 2015)
 - RFP for EMUs
 - Design vehicle with one bathroom per train

- Option for no bathrooms
- Consider additional bathrooms at stations
- Public Feedback EMUs
 - Sources
 - Rider surveys in 2014, 2015, and 2016 (approximately 10,000 responses)
 - Public meetings (18)
 - E-mail, website, social media
 - Priority: #1 more seats; #2 more standing space
 - Support for bathroom dips when capacity tradeoffs explained
 - Majority desire at least one bathroom onboard (especially for special events and unexpected incidents)
- Technical Information
 - One bathroom per train, cost for fleet
 - \$2.8 million (proposal)
 - Annual operation and maintenance costs
 - Capacity
 - One bathroom eliminates approximately 12 seats of 24 standees (proposal)

Joan Cassman, Legal Counsel, presented:

- Americans with Disabilities Act (ADA) Considerations
 - Current law
 - Does not require any bathrooms or any specific number per train
 - If one is included, both bathroom and car must be ADA accessible and clearly marked
 - Bathrooms would likely be in the second car and all passengers expecting to need it would be encouraged to use this car
 - One bathroom per train is acceptable to FTA

Ms. Bouchard continued:

- Bathrooms at Stations
 - Public bathrooms at San Francisco and Diridon Caltrain stations
 - Private bathrooms at several stations for patrons of a private business
 - Costs for a standalone facility
 - \$134,000 capital cost per unit (Portland Loo estimate for installation in Portland)
 - Additional hookup costs
 - Annual operation and maintenance costs
 - Other considerations such as security
- Bicycle Elements
 - July Board action
 - EMUs must have an 8:1 ratio of seats to bikes
 - \$3 million capital commitment to bike parking at stations
 - Bike parking management plan
 - Ongoing, kickoff March 2016
 - Will identify needs and implementation approach
 - Additional public involvement on onboard bike configuration post-award

- Additional Doors
 - Off-the-shelf option with low-level doors only
 - Dual doors option with upper doors sealed initially with seats in front
- Dual Doors
 - Context
 - Requested by stakeholders
 - Not to preclude future CHSRA boarding decisions
 - Customized vehicle
 - Technical information
 - Requires internal lift if upper doors opened
 - Cost of upper doors plus lift: \$30 million (proposal)
- Timeline
 - May: solicit public feedback
 - June: JPB bathroom policy decision
 - July: award contract

Director Adrienne Tissier asked what the average trip length is. Ms. Bouchard said 22 miles.

Jim Hartnett, Executive Director, said:

- Sharks average ridership for the regular season was 277 per game and 321 in post-game ridership.
- Giants ridership was over 96,000 additional riders, about 6,500 per game.
- Special service was provided to the Monster Supercross and Monster Jam at Levi's Stadium.
- Upcoming special service includes Bay to Breakers and a Beyoncé concert. On May 18 and 19, there will be a Google special chartered service in connection with Google's annual developers conference.
- There have been successful bus bridges in connection with the San Mateo bridges replacement projects. The SamTrans bus bridge carried over 10,000 passengers during the bus bridge.
- The Quint Street Bridge Replacement Project and bus bridge was on April 30.
- A Sunday schedule will run on Memorial Day.
- Ongoing capital projects include the San Francisco highway bridges, the San Mateo 25th Avenue Grade Separation Project, which is in the design stage, the Los Gatos Creek Bridge Project, for which construction is planned for spring 2016, the San Francisco crew facilities rehabilitation, and train departure monitors for the 4th and King Caltrain station and the San Jose Diridon Caltrain Station, which is to add electronic signage to the stations to direct passengers to the proper platforms for their designated trains and for which construction should be completed winter 2016.

Public Comment

Roland Lebrun, San Jose, said the PCEP has gone up from \$1.452 billion to \$2.211 billion in four years. Platform compatibility won't be an issue because the trains that the CHSRA were planning to use will not be approved by the Federal Railroad Administration (FRA). The fastest train in the world in 2008 was a double decker. The schedule for the EMUs is not going to work. Caltrain can't wait until 2021, and electrification won't be done by then anyway. He said a minimum of two bathrooms

are needed, one at each end of the train because the trains are so packed riders can't walk between cars.

Jeff Carter, Millbrae, said the bathroom question will be an issue as long as Caltrain runs six trains per hour per direction. Caltrain could add capacity by adding cars or adding trains. Each car adds 130 seats per train plus standing room. The JPB needs to reevaluate this plan. One bathroom is not going to be enough. There should be one bathroom for every two cars and they should be clearly marked "ADA accessible." The boarding height should be 25 inches and CHSRA should not dictate platform height. CHSRA should be compatible with other common carriers.

Andy Chow, Redwood City, said he supports having one restroom on the train. This is not violating any laws. Boarding heights should be 25 inches. It could be a very long time before both systems need to share systems. If CHSRA is going to be serving 4th and King, the area is large enough to have their own separate platforms. He doesn't want to see this project delayed further.

Adina Levin, Friends of Caltrain, said while the cost increases are challenging and disconcerting it is encouraging to see the bids coming in and a funding package coming together to get this project underway. It is good to see Caltrain moving to have at least one bathroom per train. The people with longer rides are 80 percent more likely to need a bathroom.

George Kranen, Belmont, said one bathroom per train is inadequate, especially if there is a series of trespasser incidents where trains sit for three hours waiting for clearance from transit police and the coroner. The presentation shows one bathroom displaces 12 seats. He does not understand that. He said the current bathrooms on Gallery trains would displace at most six seats. He asked for an explanation.

Authorize Execution of a Seven-Party Regional Funding Supplement to the 2012 Nine-Party MOU for the PCEP

Ms. Chan said this will bring in a number of additional sources for the PCEP including \$28.4 million from the Metropolitan Transportation Commission (MTC) in bridge toll funding, \$9 from the JPB in State Cap and Trade funding, \$20 million total from the three partners, and \$113 million from CHSRA. The content of the supplement is consistent with the key principles originally outlined in the 2012 nine-party MOU. The terms and the content of the agreement have been discussed for many months with the partners and staff. This reflects those many months of discussion.

Director Tissier said she is pleased to see this coming forward. The goal is to get Caltrain electrified as soon as possible. She thanked the partners for coming together and tying up loose ends.

Public Comment

Roland Lebrun, San Jose, said he guesses that half a billion will be needed to trash the Communications-Based Overlay Signal System (CBOSS) and do it all over again. He said the San Mateo County Transit District (District) is basically bankrupt so he does not understand where their contribution is going to come from. There is a \$600 million hole in this budget because the Proposition 1A funds are blocked in the courts due to the

fact that the CHSRA has to go to the Transbay Terminal, not the station at 4th and King, high-speed rail has to go from Diridon station to Transbay in 30 minutes, and capacity has to be a minimum of 12 trains per hour, not 10. The Santa Clara Valley Transportation Authority (VTA)/San Francisco County Transportation Authority contribution must be contingent on the CHSRA depositing \$113 million of Cap and Trade in an escrow account managed by MTC. This is the only money CHSRA can provide right now. The JPB is trying to get \$125 million in FTA funds, but there is only \$25 million in capital project funding. The \$647 million from FTA is for EMUs, nothing else.

Andy Chow, Redwood City, said even though the project cost has risen there is no other choice but to push it forward.

Motion/Second: Tissier/Gee

Ayes: Cohen, Gee, Guilbault, Ramos, Tissier, Yeager, Woodward

Absent: Cisneros, Peralez

Authorize Entering into a Comprehensive Agreement with the California State Department of Transportation (Caltrans) in Support of the PCEP

Mr. Couch said there are 18 different bridge structures that cross the right of way, and as part of the program, protective structures will be attached to the bridges over the top of the overhead catenary system. To do this, the JPB needs the support from Caltrans for design and engineering review and ongoing support for field work.

Motion/Second: Gee/Tissier

Ayes: Cohen, Gee, Guilbault, Ramos, Tissier, Yeager, Woodward

Absent: Cisneros, Peralez

KEY CALTRAIN PERFORMANCE STATISTICS – MARCH 2016

Ms. Bouchard said:

- Key Caltrain Performance Statistics March 2016 compared to March 2015.
 - Average weekday ridership (AWR) was 54,197, a 1.5 percent increase.
 - Year-to-date AWR ridership was 59,293, a 3.3 percent increase.
 - OTP was 93.2 percent, a 6 percent increase
 - There were two bridge replacements since last Board meeting: the Quint Street Bridge and the Poplar Avenue Bridge. These replacements were done in ways that were safe and minimized impacts to the railroad and the customers.

Preliminary Fiscal Year (FY) 2017 Operating Budget

Eli Kay, Chief Financial Officer, presented:

- In FY2016 Caltrain took steps to address increased ridership and demands by adding railcars to the most popular trains as well as increasing rates
- The farebox revenue for FY2017 includes fully annualized fare increases and ridership increases of about 4 percent
- Farebox revenue is projected to be at \$91.7 million
- Farebox recovery is 63 percent
- Total preliminary revenue and expenses are \$146.4 million, an increase of \$7.2 million

- Service Investment
 - Third bike car added to Bombardier trains and additional maintenance personnel needed for increased fleet size
 - CBOSS/Positive Train Control (PTC) operation and maintenance will be initiated in FY2017
 - Special service demands approximate cost per each special service train is \$2,000
- Percentage comparisons of total administration cost to total operating expenses:
 - Caltrain: 5.3 percent
 - Altamont Corridor Express: 14.6 percent
 - Virginia Railway Express: 7 percent
 - TRI-Rail: 9.6 percent
 - Metrolink: 11.5 percent
- Member contributions
 - San Francisco Municipal Transportation Agency (MTA): \$5.6 million
 - VTA: \$9 million
 - District: \$6.5 million
- \$18.7 million in reserves used to balance the budget – historically Caltrain uses cash reserves to balance its budget, but when actuals came in the reserves were not needed
- Caltrain's structural deficit
 - Historically been covered by members
 - Starting in 2011, right of way repayments bolstered member contributions
 - Right of way repayment funding has been exhausted
 - Prior year savings cannot support current deficit
 - Dedicated funding and/or increased member contributions is essential
- Reducing the structural deficit
 - Increase member agency contributions to historical levels (short term)
 - Comprehensive fare study findings
 - Obtain new, dedicated funding source (long term)
- Next steps
 - Near term: June Board meeting: budget approval
 - Long term:
 - Continue discussions with member agencies and funding partners on funding options
 - Review fare study findings and proposed actions
 - Continue to work with stakeholders and MTC to develop strategies for new revenue sources including a dedicated, permanent funding source

Director Tissier said shuttle revenue is projected to be negative. Caltrain ridership has gone up and it seems that shuttle ridership is increasing. She asked why shuttle service revenue is estimated to decrease. Chuck Harvey, Deputy CEO, Organizational Support/Special Projects, said from year to year as the JPB applies for Assembly Bill 434 grants, certain shuttles qualify for the funding and sometimes they do not. The Bay Area Air Quality Management District tightened the funding and eligibility for certain shuttle grants, so there are some shuttles the JPB will no longer be funding through this operating budget. This does not necessarily mean the shuttles go away, because in many cases the employers decide to pick up the balance to keep the shuttles running.

This is just a reflection of the grant money flowing into the program, and the cost side has been resized to match the revenue.

Director Joël Ramos said parking revenue has a 10 percent rate increase. He asked if the Board will have a conversation about looking at parking as a better source of revenue. Mr. Hartnett said the parking rates have been looked at in the past and the decisions have been made based on tolerance in the marketplace and public testimony. Staff's goal is to look at all potential revenue sources to see if they can be maximized.

Director Ramos said there will never be advocates for parking increases, but the JPB has a responsibility to provide service and if there are costs that the counties can't provide for entirely on their own, parking is a place that is often under scrutinized just because of the expectation that parking should be free or low cost. As the region grows it becomes less feasible. He said he wanted to escalate that as an opportunity to provide funds to the maintenance of the system. Mr. Hartnett said staff is conducting a fare study and can add parking rates to the study.

Director Jeff Gee asked if staff anticipates a reduction in ridership during the construction of the infrastructure, which would have an impact on revenues and farebox recovery. He said staff should account for this in the budget.

Public Comment

Roland Lebrun, San Jose, said the JPB did not add a bike car, they ripped out 24 seats out of the new rail car that was added last year. He said it is interesting that the presentation shows it only costs \$2,000 for special service trains, because the Gilroy Garlic Festival train was more than \$2,000 and the Martin Luther King Junior Freedom train was \$10,000. Revenue from Levi's Stadium service is \$5,000, so the special service trains are actually printing money. Last year the fuel was \$10 million over budgeted. This year only 50 percent over actual cost is being budgeted. He said the 5.3 percent administrative cost is wages and salary. Total administrative cost is \$23.4 million, an increase of \$3.1 million or 15.1 percent. That is 16 percent of the budget and is higher than any other agency out there. The managing agency operating costs are out of control. This is not sustainable. The JPB should be reducing expenses. He said 4.64 million gallons of fuel at \$2.95 per gallon is \$13.6 million, not \$15.6 million. The reserves come from over budgeting in the previous year.

Mr. Kay said Caltrain is in good financial condition. There are some challenges and issues that staff is dealing with aggressively. The comment about fuel being over budgeted is incorrect because the fuel is budgeted at self-hedging rates. In the past, Caltrain used to use hedging arrangements, but is self-hedging this year. This is why the number is larger than the simple calculation that was presented by the member of the public. The comment about Caltrain being funded by over budgeting year over year is incorrect because the unrestricted fund balances are based on actual numbers, not on the budget.

Jeff Carter, Millbrae, said the operating budgeting mentions the JPB is budgeting for additional rail cars. He asked if this is over and above the additional Bombardier cars from Metrolink. More cars and locomotives are needed. He asked for details on the

comprehensive fare study and if it is currently in progress and if there are going to be any public meetings on it.

Director Ramos asked for the scope of the fares study to be shared with the public and the Board.

Adina Levin, Friends of Caltrain, said she is looking forward to the fare study especially because Caltrain's fare structure gives the deepest discounts to the most prosperous riders. There are ways to of adjusting the fare structure to bring in more money and improve equity. Caltrain parking is \$5 per day, but in some cities the monthly working parking permit is \$40 to \$50. This is wildly underpriced. In order to have people not cheat and park in Caltrain lots instead of worker parking lots, cities need to think about what is fair pricing and their desire to reduce traffic.

Preliminary FY2017 Capital Budget

Mr. Kay presented:

- The total preliminary FY2017 Capital Budget is \$253.8 million
 - CalMod: 81.6 percent or \$207 million
 - Legal mandates: 5.8 percent or \$14.7 million
 - Operational improvements and enhancements: 2 percent or \$5.2 million
 - Planning and studies: 0.8 percent or \$2 million
 - Station and intermodal access: 0.7 percent or \$1.8 million
 - Right of way/signals and communication: 6 percent or \$15.2 million
 - Rolling stock: 3.1 percent or \$7.9 million
- FY2017 constraints
 - Capital budget is funded by partner contributions and other external sources such as Federal, State and regional grants
 - Preliminary budget is not yet balanced as staff is trying to identify additional funding sources and to reevaluate projects
- Capital project highlights
 - State of good repair
 - CalMod
 - Legal mandates and required enhancements
 - Operational improvements/enhancements
- FY2017 funding sources
 - Federal grants: \$11.9 million
 - State and regional grants: \$1 million
 - Other (includes CalMod): \$221.4 million
 - Member agency contributions (to balance the budget): \$19.5 million
 - Committed funding from each partner: \$5 million (\$15 million total)
- FY2017 deferred capital program (total deferred is \$25.5 million)
 - State of good repair: \$15.3 million
 - Operational improvements \$9 million
 - Project development fund \$1.2 million
- Next steps:
 - Revise capital program needs
 - Present a balanced budget for Board approval in June

Public Comment

Roland Lebrun, San Jose, asked why the JPB is wasting money rehabilitating passenger cars and locomotives. He suggests the JPB look at leasing them. Money for electrification is not there because it is blocked in court. He said speed enforcement does not work. He said he clocked a night train at 82 miles per hour. Compatibility with UP will probably not work. He said Mr. Hartnett testified that the JPB needed \$200 million for cash flow. He asked what the JPB proposes to do with \$221.4 million.

Adina Levin, Friends of Caltrain, said deferred maintenance comes back to haunt. She asked if there are any deferred maintenance items that increase the risk of breakdowns and passenger disruptions. She said the Santa Clara County members should consider including system reliability investments in the Caltrain package in the ballot measure.

Authorize Execution of Amendment to Cooperative Agreement with VTA to Undertake Eminent Domain Proceedings in Connection with the Los Gatos Creek Bridge Project

Brian Fitzpatrick, Manager, Real Estate and Prop Development, introduced this item.

Public Comment

Roland Lebrun, San Jose, said the Board should vote against this. The project is out of control. He recommends the entire project in the Diridon area should be taken over by the Diridon Joint Powers Authority. Three bridges were just replaced in San Mateo County and another two are being replaced in San Francisco. A tail track was not built for any one of those. Instead, periodically a section of track was shut down and a bus bridge was used. He said there is no Caltrain service on the weekend between Diridon and Tamien. The only service in that area is a bus bridge. The tail track, as designed, is in the middle of the Los Gatos Creek. The JPB will be taking out multiple private residences, part of a park and a church.

Motion/Second: Yeager/Tissier

Ayes: Gee, Guilbault, Ramos, Tissier, Yeager, Woodward

No: Cohen

Absent: Cisneros, Peralez

Authorize Filing an Application for Transit Performance Initiative (TPI) Program Funding to the MTC for \$1,250,210 to Help Fund the Installation of a New Control Point on the Caltrain Main Line in San Carlos

Peter Skinner, Manager, Grants and Fund Programming, said the TPI Program is administered by the MTC and provides funding to help improve transit system performance and increase ridership. The JPB has budgeted approximately \$2.8 million in prior year TPI funding to this project as well as about \$1 million in local agency matching funds. These funds will be added to FY2017 budget to help fund the project, which is about \$2 million short. This is the last year of the TPI Program in its current form.

Public Comment

Roland Lebrun, San Jose, said a VTA turnout costs less than \$1 million. This one is \$8 million, which is \$3 million more than the last one. He asked why the line is being peppered with 50-mile-per-hour turnouts when the JPB is trying to operate at 110 miles per hour. The JPB should be installing 80-mile-per-hour turnouts. He asked if he will ever see another quarterly capital project update.

Motion/Second: Yeager/Gee

Ayes: Cohen, Gee, Guilbault, Ramos, Tissier, Yeager, Woodward

Absent: Cisneros, Peralez

Triennial FTA Disadvantaged Business Enterprise (DBE) Goal Setting Methodology

John Barker, Manager, Civil Rights Programs, presented:

- DBE Goal Setting Scope
 - DBE goals are set for three Federal fiscal years (FFY)
 - Current goal for FFY2014-2016 is 12 percent
 - DBE goals are set for Federally funded contracting opportunities only
 - Goals should represent the availability of ready, willing, and able DBEs on projected Federally funded contracting opportunities
- DBE Goal Setting Methodology
 - Methodology is prescribed by Federal regulations
 - All Department of Transportation funded agencies follow the same guidelines to reach a goal
 - JPB partners with VTA, MTA, Bay Area Rapid Transit, Alameda-Contra Costa Transit District, and other Bay Area partners to review goal setting practices with the public
- Base Figure
 - Define types of work on upcoming contracts
 - Calculate DBE availability for each type of work
- Adjustments to Base Figure
 - Public comments
 - Events held April 12 and May 3 in conjunction with other Bay Area transportation agencies
 - Past DBE participation
 - What has past participation been
 - Specific work with no DBE participation
 - Disparity Study findings
 - More actual woman/minority business enterprises small business than certified DBEs
- Weighting
 - For each work type, weight the availability by the percentage of FTA funds to be used for that work type
 - Add all work types to create an overall DBE goal
- Next Steps
 - 14 percent proposed DBE goal for FFY2017-2019
 - The DBE goal will be advertised to the public for comments
 - After public comment, the DBE goal setting methodology will be presented at the June 2016 Board meeting for approval
 - A final DBE goal is due to the FTA by August 1
 - 2016 joint disparity study with the VTA and the District
 - Seeking input from DBEs on actual availability
 - First outreach at VTA on May 3, additional outreach in San Mateo and San Francisco to be determined

- New availability figures scheduled to be available by May 2017; may be used to adjust current goals

Director Malia Cohen asked who conducted the disparity study. Mr. Barker said the JPB contracted with Mason Tillman and Associates, a firm based out of Oakland. The Board approved an MOU for a joint study with VTA. The contract was signed early this week and the study has not begun yet. The first step is to gather the information.

Director Cohen asked if Mason Tillman is engaged in a contract just to update the disparity study. Mr. Barker said yes.

Director Cohen asked how Mason Tillman was selected. Mr. Barkers said it was through a standard RFP and interview process.

Director Cohen asked when the study will be conducted. Mr. Barker said it started this week and takes about 12 months.

Director Cohen asked how many people attended the kickoff meeting and where it was. Mr. Barker said over 100 and it was at VTA.

Director Cohen asked where and when the San Francisco meeting will be. Mr. Barker said the venue has not been established yet. He is projecting June 21 or 23.

Director Cohen asked how Mason Tillman spelled out their outreach strategy. Mr. Barker said they have a subcontractor, and both Mason Tillman and their subcontractor are in the business of outreach. They have call lists, community-based organizations, and the JPB has certified firms. Part of what Mason Tillman will do is reach out and find people that aren't on the JPB's list, such as contractor registrations, bluebook listings, and other places.

Director Ken Yeager asked to look at including lesbian, gay, bisexual and transgendered-owned businesses in the minority business enterprise program. VTA is looking to include them into its minority owned business program. Mr. Barker said he will look into it.

Director Ramos said a lot of money can be anticipated to be spent over the next few years. In an effort to get support from the public it is important to demonstrate fair contracting practices by reaching out to disadvantaged and minority-owned businesses. He asked staff to consider how to prove how good of a job the JPB is doing by way of a neutral third party such as an advisory committee so when the JPB goes back to the public to ask for funding and support, the JPB has the legs to stand on regarding how equitable contracting is.

Community Choice Energy (CCE) and Caltrain Electricity Source

Michelle Senatore, Sustainability Planner, presented:

- Pacific Gas and Electric (PG&E) generates or purchases electricity on behalf of all its customers and delivers it to Caltrain along its infrastructure system. With CCE programs, cities and counties joined together to procure electricity on behalf of their communities. They are forming these CCEs to increase renewable

energy content and have more control over the costs. Electricity will still be delivered along PG&Es infrastructure system.

Director Cohen left at 11:48 a.m.

- Three CCEs along Caltrain corridor
 - CleanPowerSF in San Francisco beginning in May 2016
 - Peninsula Clean Energy in San Mateo County beginning in October 2016
 - Silicon Valley Clean Energy in 12 communities in Santa Clara County beginning in Spring 2017
- CCE Programs: Administrative
 - Customers are automatically enrolled into CCE
 - Customers can "opt-out" back to PG&E at any time; administrative fee applies after initial enrollment period
 - PG&E continues to provide electricity delivery, line maintenance, repairs, customer service, and billing
- Options
 - Stay enrolled in CCEs at default 33+ percent renewable at no expected cost increase (staff recommendation)
 - Stay enrolled in CCEs choose 100 percent renewable at cost premium ranging from \$60,000 to \$120,000 per year
 - Opt-out back to PG&E at default 27 percent renewable and no expected cost increase
 - Opt-out back to PG&E choose 50+ or 100 percent renewable at cost premium ranging from \$120,000 to \$240,000 per year
- Next Steps
 - June 2016: Present formalized recommendations for Board action
 - 2016: Conduct technical evaluation
 - Early 2017: Update Board
 - 2018: Evaluate 1-year actual CCE billing data; update the Board

Director Raul Peralez arrived at 11:51 a.m.

Public Comment

Roland Lebrun, San Jose, said this is a unique opportunity to use social media and reach out to the people who ultimately pay for this, the taxpayers and the Caltrain riders, and poll them and see if they have an appetite for 100 percent renewable energy.

Vaughn Wolffe, Pleasanton, said the JPB should have input as to the consideration of the sources. He asked the Board consider concentrated solar power, which has overnight storage and is cheaper than photovoltaic, which does not have overnight storage. The Board should have this analysis. A lot of the main service is done when the sun is not shining or at its peak.

Jeff Carter, Millbrae, said he appreciates hearing that Caltrain is looking at alternative energy sources. He asked if electricity costs will be lower than PG&E. His employer is paying a high PG&E rate for the power that is provided by Hetch Hetchy, a clean power source. He hopes Caltrain does not get stuck paying a high rate.

Chair Woodward said Gilroy joined a joint powers authority premised on CCEs. He said how green Gilroy goes is a function of how much it would cost. He asked what staff needs from the Board. Mr. Hartnett said it is an informational item only at this time and if there is a preference on something other than the staff recommendation, staff would like to hear from the Board. It would be reviewed in one year to see how it is doing and the Board would have the ability to make a change at that time.

Director Gee said he is supportive of the staff recommendation.

Annual Passenger Counts Presentation

Ms. Bouchard presented:

- Purpose
 - Provide a measurement relative to previous years
 - Data for evaluating service changes
 - Allocate resources to address capacity issues
 - Validate revenue-based ridership estimates
- Data Collection Methodology
 - Headcount on every weekday train averaged over five weekdays
 - Headcount on every weekend train for one weekend
 - Differs from monthly revenue-based average weekday ridership calculations
 - Fifth year for "bikes denied boarding" count
- Challenges
 - Surveys suspended during special events and construction activities
 - Surveys extended into mid-March
 - More rain in 2016 than in past several years
- AWR is 62,416, a 7.2 percent increase from last year
- Riders by Time Period 2015 versus 2016
 - Traditional peak difference is 2,805 riders or an increase of 9.6 percent
 - Midday is 556 riders or an increase of 8 percent
 - Reverse peak is 722 or an increase of 3.8 percent
 - Night is 88 riders or an increase of 2.7 percent
- Most stations are seeing ridership growth
- County-by-County 2015 versus 2016
 - San Francisco: 1,283 additional riders or 8.3 percent increase
 - San Mateo: 1,208 additional riders or 6.7 percent increase
 - Santa Clara: 1,679 additional riders or 6.8 percent increase
- Gilroy Extension Ridership increased 12.7 percent since last year
- Riders per Train Type 2015 versus 2016
 - Baby Bullet increased 9 percent
 - Limited increased 6.7 percent
 - Local increased 2.8 percent
- Average Trip Length
 - Weekday: 22.8 miles
 - Baby Bullet: 27.7 miles
 - Peak non-Baby Bullet: 20.5 miles
 - Off peak: 21.1 miles
 - All locals: 20.8 miles

- Average Weekday Bike Ridership decreased 11.1 percent to 5,520 bikes per day, which may be a reflection of the rainy counting season
- Bikes: Denied Boarding
 - Fifth year counted with annual count
 - 118 bikes were denied boarding from the 528 trains counted
 - Carried approximately 29,130 bikes on the trains counted
 - Denied boardings were observed at 16 stations
 - Denials on 15 northbound trains and 8 southbound trains
- Summary
 - Passenger ridership is at an all-time height: 83 percent increase since 2010
 - Caltrain has a strong reverse-peak ridership
 - The majority of stations saw growth
 - All three counties saw increases
 - Overall weekend ridership increased
- Next Steps
 - Review allocation of six-car trains
 - FY2017 Operating and Capital budgets must support the required resources to meet demand
 - Increasing capacity FY2017 – FY2020 is essential to continue ridership/revenue growth
 - Future service planning requires use of ridership data to develop potential service scenarios to improve capacity pre-/post-electrification

Public Comment

Jeff Carter, Millbrae, asked if Caltrain could look at automatic passenger counters for the future. He would like to know if staff has evaluated this option. Monthly reports are based on revenue and ticket sales and he is not sure if it includes Clipper tag ons and offs. Monthly pass holders don't tag on or off each trip. Each bike onboard means one parking space that does not have to be provided and one transit seat that does not have to be provided.

LEGISLATIVE UPDATE

Casey Fromson, Acting Manager, Government Affairs, provided the following update:

State

Senator Jim Beall amended his transportation bill to include funding for transit.

The governor's May Revised Budget will be out later this month.

The CHSRA adopted their 2016 Business Plan.

Federal

Staff is continuing to watch the appropriations, especially as they apply to the Core Capacity Program. The Senate has taken action, but the House has not yet.

CORRESPONDENCE

No discussion.

BOARD MEMBER REQUESTS

Director Ramos asked for an update on the CBOSS project and what can be done to make it go faster. Mr. Hartnett said staff will address it.

GENERAL COUNSEL REPORT

No report.

DATE/TIME/PLACE OF NEXT REGULAR MEETING

The next meeting will be Thursday, June 2, 2016, 10 a.m. at San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA 94070.

Adjourned at 12:10 p.m.