

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

MINUTES OF NOVEMBER 2, 2017

MEMBERS PRESENT: J. Bruins, D. Davis, G. Gillett, D. Pine, K. Yeager, M. Zmuda

MEMBERS ABSENT: C. Brinkman, R. Guillbault, J. Gee (Chair)

STAFF PRESENT: M. Beveridge, M. Bouchard, D. Couch, J. Cassman, A. Chan,
C. Gumpal, D. Hansel, J. Hartnett, L. Larano, M. Martinez, C. Mau,
S. Murphy, M. Simon

Vice Chair Ken Yeager called the meeting to order at 10:03 am and led the Pledge of Allegiance.

PUBLIC COMMENT

Aleta Jone Dupree, Oakland, said to update the payment vending machines and consider applications to capture fare paying passengers that do not have Clipper such as tourists.

Andy Chow, Redwood City, said the Governor signed the legislation that authorized the sales tax in three counties to support operating costs. He is concerned that the sales tax funding will not be used for Caltrain. He suggests that we use the funding to support Caltrain improvements.

Shirley Johnson, San Francisco, Bikes ONboard, said the bicycle mode share is at risk; the plan is to decrease bike capacity on electrified trains. She suggested running four bike cars in the diesel trains instead of the three; this would make up for the lost bike spaces and help the bicycle mode share.

Drew, San Mateo, said he attended the High Speed Rail public meeting and was impressed by how staff responded to all the challenging questions and appreciates the staff's effort.

Doug Delong, Mountain View, acknowledged the tremendous work on the Business Plan and is excited to see Caltrain transform itself not just in railroad projects, but in building a relationship with the community.

Vincent De Martel, Palo Alto, is disappointed to discover that the new train designs will have a lower number of bike spaces and seats. Three most important criterias for a commuter are reliability, travel time and cost. He said the agency needs to offer as much space as possible and not less.

Adina Levine, Friends of Caltrain, said adding more bike space on the train is not the way to do it; in the past the decision from the Board and public is more frequent service and shorter trips. She also said that Caltrain is seeking funding for longer trains and more capacity for passengers. She understands the bike parking issue but the agency needs to eliminate the practice of denying service for riders.

Janice Murphy, Belmont, said she attended a safety meeting the other night and there was a safety concern on two electrification systems that are not compatible. She would like to know how the staff will address this technical issue.

Jeff Carter, Millbrae, provided a report on the Caltrain zone system inequities and how the Caltrain Fare Study must address the inherent inequities of the current zone system.

Adina Levin, Friends of Caltrain, said the previous public commenter's report provided good analysis that the lower income riders are paying the highest fares. The data reflects significant issues and opportunities for improvement including addressing the smaller businesses that do not have access to the Go Pass. She suggested this issue could be potentially included in the Business Plan.

CONSENT CALENDAR

- a. Approval of Minutes of October 5, 2017
- b. Approval of 2018 Meeting Calendar
- c. Acceptance of Statement and Revenues and Expenditures for Fiscal Year Ending June 2017 (Unaudited)
- e. Receive Key Caltrain Performance Statistics – September 2017
- f. Receive Legislative Update
- g. Receive Caltrain Fare Study's Update
- h. Award of Contract to Rail Power Services LLC for the Inward Facing Camera System Installation Project for a Total Amount of \$243,356 – Resolution No. 2017-54
- i. Award of Contract to Brannon, Inc. dba Smith Electric Service for the Central Control Facility HVAC Upgrade Project for Total Amount of \$439,456 - Resolution No. 2017-55

Motion/Second: Bruins, Davis

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

Absent: Brinkman, Guilbault, Gee

ACCEPTANCE OF STATEMENT OF REVENUES AND EXPENDITURES FOR SEPTEMBER 2017

Mr. Derek Hansel, Chief Financial Officer, reported on the revenue for first quarter of Fiscal Year (FY) 2017, expenses and cash on hand. He said the new Senate Bill 1 taxes have been included in the budget and forecast. He will provide more information on revenue verses prior periods to track the effects of the fare increase.

Motion/Second: Gillett/Davis

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

Absent: Brinkman, Guilbault, Gee

CHAIRPERSON'S REPORT

PTC/CBOSS Ad Hoc Committee Update

Vice Chair Yeager, reported that the Committee met last week and the Board received a full update during their closed session earlier today.

Business Plan Ad Hoc Committee Update

Vice Chair Yeager, reported that the Committee did not meet. The Board had a robust discussion on Senate Bill (SB) 797, authorizing a one-eighth cent sales tax for Caltrain. The Board agreed to include this item to the next meeting in December to discuss timeframe and action the Board would need to move forward with the Measure.

Public Comment

Jeff Carter, Millbrae, said he understands this is a complex issue and Caltrain is suffering from lack of dedicated funding that could potentially drive riders away. He hopes the agency continues to discuss the bill sooner than later.

Andy Chow, Redwood City, said the Board needs to take leadership and have a plan. He said Caltrain needs money but will the voters need better service. He said the Board needs to have a concrete plan in place now.

Adina Levin, Friends of Caltrain, said it would be helpful if the Board considers the budget implications for Caltrain and it would be a healthy conversation to have up front on how to balance the different options accordingly.

Roland Lebrun, San Jose, said there are serious issues with the legality of the ballot language. There is no funding for operations. All three parties should get back on the same level and introduce a small amount of funding for operations from this tax measure.

CITIZENS ADVISORY COMMITTEE (CAC) REPORT

Brian Shaw, Chair, CAC, said the Committee met in October. There was an introduction of new CAC members, Paul Escobar and Larry Klein representing Santa Clara County; all positions have been filled. The committee received a presentation on the 25th Avenue Grade Separation Project, Hillsdale Relocation Project and Los Gatos Creek Bridge Project.

He said there were public concerns on the center island platform design that could be a safety issue with High Speed Rail; the new relocated Hillsdale Station that is further away for some users and maintaining ADA access on 25th Street and 31st Streets. The next JPB CAC meeting is scheduled to meet on November 15.

REPORT OF THE EXECUTIVE DIRECTOR

Jim Hartnett, Executive Director, said his written report is in the agenda packet.

Mr. Hartnett noted that staff is working on enhancing fare enforcement. The Proof of Payment program has been in place since 2003. He also said the State Rail Plan has been issued.

It will provide a vision for integrity intercity rail, High Speed Rail, and commuter passenger rail systems with reliable timed connections and multimodal transportation options.

Mr. Hartnett introduced new Deputy General Manager/Chief Executive Officer (CEO), Carter Mau.

Peninsula Corridor Electrification Project Quarterly Report

Dave Couch, Project Delivery Director, provided a report on key highlights on electrification, infrastructure (test pile) and safety. Liria Larano, Deputy Chief, CalMod, reported on the schedule, risk management, budget and expenditures. She said staff continues with construction outreach and community meetings.

Public Comment

Aleta Joan Dupree, Oakland, said he is looking forward to the new equipment and supports the double doors. He said when the new electrification rolls out we will only have seventy-five percent of electrified fleet and need to keep in mind the acquisition of new mode of power. He understands the rational of keeping the older cars for their useful life, but can gain efficiencies and energy use by reducing the diesel fleet.

Roland Lebrun, San Jose, asked what will happen to the Union Pacific single lanes once Caltrain energize the lines in Santa Clara County. He also said the correspondence packet had many general public comments that have now realized Caltrain has a massive capacity issue and the Stadler trains are not going to help.

Shirley Johnson, San Francisco, Bikes Onboard, said her concern is the lack of transparency regarding train capacity and layout. She said in the correspondence packet there are concerns about how the public is being informed of the decisions. She had a few solutions, 1. Staff reviews the train capacity and layout 2. Four bike cars on the diesel train and 3. Longer Electrical multiple Unit (EMU) trains. She understands more funding is needed but if the funding does not come through, considering fewer but longer EMUs and more diesels in the mix fleet. She requested the next meeting agenda have an item to discuss train capacity and train layout. She also noted she supports the Bike Parking Management Plan.

REPORT OF THE EXECUTIVE DIRECTOR (continued)

Mr. Hartnett announced the retirement of Mark Simon, Chief of Staff. Mr. Simon's last day will be in December 2017.

ADOPTION OF THE CALTRAIN BICYCLE PARKING MANAGEMENT PLAN

Elizabeth Scanlon, Manager, Caltrain Planning, provide a two part report that included data collection, analysis on current facilities and customer research. She also reported on performance goals, measures, targets, management recommendations and implementation strategy. Next steps in implementation will be hiring a dedicated bike access manager, develop funding plan, secure funding for bike park system, and begin procurement process to contract with third party vendors to manage bike parking system.

Director Gillian Gillett, said that a lot has changed since the 2016 online survey. She suggested that bike access manager have transportation demand management. She suggested San Francisco Municipal Transportation Agency (SFMTA) assisting with writing the job description or be a part of the hiring panel. Director Gillett asked staff to include language on the first page of the Resolution "operation of an improved bike parking and access system".

Director Jeannie Bruins asked that staff include the environmental benefits of the Bike Parking Plan. She shared photos of the bike parking management. Director Bruins noted that the Bicycle Plan is an end to end solution and in Europe they have a policy in place that is no bikes on trains. Ms. Bruins asked that the resolution include the end to end solution.

Public Comment

Jeff Carter, Millbrae, said he would like staff to investigate the low usage of keyed bike lockers and would like more information on bicycle theft at stations.

Vincent Demartel, Palo Alto, said hiring consultants does not resolve the issue of ownership. An efficient approach is to hire someone internally to be the leader and he said the survey is poorly designed; and the plan is good but need to spend the money differently.

Adina Levin, Friends of Caltrain, said she supports the Plan as it would assist with the off-board solutions on both ends; and reduce the risk of denying service to the customers.

Aleta Dupree, Oakland, said he supports bike share but the bikes share programs and staff needs to work hard with these third parties with solutions so bikes could be used for their purpose and focus on carrying more people on their trains and secure their personal cargo as oppose to filling up trains with bikes.

Roland Lebrun, said staff should not spend money on consultants and suggested Caltrain ask member agencies like SFMTA and Santa Clara Valley Transportation Agency (VTA) to donate staff time to manage the bicycle program.

Andy Chow, Redwood City, said the issue is people choose to bring bikes on board because it is less of a hassle than dealing with the individual station and payment. He said staff should consider centralized shared bike lockers and parking facilities.

Approved with amendments to the language

Approved by Resolution No. 2017-56

Motion/Second: Gillett, Davis

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

Absent: Brinkman, Guilbault, Gee

AWARD CONTRACT TO ALLIED UNIVERSAL SECURITY FOR SECURITY GUARD SERVICES FOR A NOT TO EXCEED AMOUNT OF \$5 MILLION FOR A FIVE-YEAR TERM

Director Bruins, asked if there are any Small Business Enterprise (SBE) goals. Julie Taylor, Director of Contracts and Procurement, said the three firms are SBE firms but not the highest rank Allied Universal Security. Ms. Taylor will follow up separately.

Approved by Resolution No. 2017-57
Motion/Second: Bruins, Davis
Ayes: Bruins, Davis, Gillett, Pine, Yeager, Zmuda
Absent: Brinkman, Guilbault Gee

AUTHORIZE AMENDMENTS TO CONTRACTS PROVIDING ON-CALL ENVIRONMENTAL PLANNING, PERMITTING AND SUPPORT SERVICES

Approved by Resolution No. 2017-58
Motion/Second: Bruins, Davis
Ayes: Bruins, Davis, Gillett, Pine, Yeager, Zmuda
Absent: Brinkman, Gee

AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH AT&T FOR RELOCATION OF ITS COMMUNICATION FACILITIES IN SUPPORT OF THE 25TH AVENUE GRADE SEPARATION PROJECT IN THE CITY OF SAN MATEO FOR \$ 3 MILLION

Approved by Resolution No. 2017-59
Motion/Second: Bruins, Davis
Ayes: Bruins, Davis, Gillett, Pine, Yeager, Zmuda
Absent: Brinkman, Guilbault, Gee

DATE/TIME/PLACE OF NEXT REGULAR MEETING

Thursday, December 7, 2017, 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 12:15 p.m.