

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

MINUTES OF SEPTEMBER 6, 2018

MEMBERS PRESENT: J. Bruins, Chair; C. Brinkman, C. Chavez, D. Davis, J. Gee, D. Pine, C. Stone, M. Zmuda

MEMBERS ABSENT: G. Gillett

STAFF PRESENT: J. Hartnett, C. Mau, J. Cassman, T. Bartholomew, C. Boland, R. Bolon, J. Brook, A. Chan, D. Couch, M. Bouchard, C. Cubba, C. Fromson, J. Funghi, B. Grizard, C. Gumpal, D. Hansel, M. Jones, H. Lafebre, L. Larano, D. Lieberman, L. Millard, C. Mobley-Ritter, S. Murphy, J. Navarro, S. Petty, M. Reggiardo, D. Stewart

CALL TO ORDER / PLEDGE OF ALLEGIANCE

Chair Bruins called the meeting to order at 10:47 a.m. and led the Pledge of Allegiance.

ROLL CALL

Acting District Secretary Gumpal called the roll. A quorum was present.

Chair Bruins suggested moving the CORA Recognition of a Transit Police Deputy to the next item and prior to Public Comment. Board members concurred.

REPORT OF THE EXECUTIVE DIRECTOR

- a. CORA (Community Overcoming Relationship Abuse) Transit Deputy Recognition

Representatives from Community Overcoming Relationship Abuse presented San Mateo County Deputy Sheriff Pedro Miqueo with a Proclamation honoring him for his extraordinary act in the line of duty by saving a mother and child from an abusive partner near the Belmont train tracks. Additionally, Chair Bruins presented a Proclamation on behalf of the Board of Directors commending Deputy Sheriff Miqueo for his extraordinary efforts. Michelle Bouchard, Chief Operating Officer, Rail, read the Proclamation in its entirety into the record:

**“PROCLAMATION COMMENDING
SAN MATEO COUNTY SHERIFF OFFICE TRANSIT POLICE DIVISION
DEPUTY PEDRO MIQUEO**

WHEREAS, DEPUTY SHERIFF PEDRO MIQUEO has served with distinction for 15 years in the San Mateo County Sheriff’s Office and his eight months as a deputy in the Transit Police division; and
WHEREAS, in his role in the division, **DEPUTY PEDRO MIQUEO** has gone above and beyond the call of duty; and
WHEREAS, DEPUTY PEDRO MIQUEO responded to a domestic violence call at the Belmont Caltrain Station and was able to arrest the offender and protect a woman and her child from harm; and
WHEREAS, DEPUTY PEDRO MIQUEO treated the victims with care and compassion, volunteering his own time to help and support them in the proceeding months; and
WHEREAS, DEPUTY PEDRO MIQUEO has been recognized by Community Overcoming Relationship Abuse (CORA) for his actions; and
WHEREAS, DEPUTY PEDRO MIQUEO epitomizes the values and high standards that the Transit Police’s work upholds.

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Directors of the Peninsula Corridor Joint Powers Board does hereby commend **DEPUTY SHERIFF PEDRO MIQUEO** for his service to the public, the community and Caltrain. Presented this 6th day of September, 2018."

Deputy Miqueo addressed the Board and thanked them for the recognition. San Mateo County Sheriff, Carlos Bolanos, stated the deputy epitomizes the men and women of the Sheriff's Office and expressed his gratitude for the compassion and professionalism Deputy Miqueo provided to the community. Finally, Sheriff Bolanos acknowledged Lt. Vickie O'Brien of the Transit Police division for her outstanding leadership.

Public Comment

Jeff Carter, Millbrae, acknowledged the difficult job and expressed appreciation to the Sheriff's Office for its hard work in keeping the railroad safe.

Director Stone, speaking on behalf of the City Council of Belmont, thanked Deputy Miqueo for his extraordinary skills in averting a disaster.

PUBLIC COMMENT

Jeff Carter, Millbrae, reported on the test train he witnessed using the new positive train control technology. He cautioned the Board to not allow building too close to the train's right of way in case four tracks are needed in the future.

Aleta Dupree, Oakland, commented on the mobile app. and mobile ticketing and encouraged the continued promotion of the app.

Roland Lebrun, San Jose, discussed insulated joints used by Santa Clara Valley Transportation Authority and discussed issues surrounding Metra's rail cars.

Paul Jones, Atherton, discussed recent train control issues in Denver.

CONSENT CALENDAR

- a. Approve Special Meeting Minutes of August 2, 2018
- b. Approve Minutes of August 2, 2018
- c. Accept Statement of Revenues and Expenditures for July 2018
- d. Receive Key Caltrain Performance Statistics – July 2018
- e. Receive State and Federal Legislative Update
- f. Receive Caltrain Business Plan Monthly Update – August 2018
- g. Receive Capital Projects Quarterly Report – 4th Quarter Fiscal Year 2018
- h. Reauthorize Investment of Monies with Local Agency Investment Fund

Motion/Second: Gee/Davis approved Consent Calendar items a - h.

Ayes: Brinkman, Chavez, Davis, Gee, Pine, Stone, Zmuda, Bruins

Absent: Gillett

REPORT OF THE CHAIR

Chair Bruins announced a vacancy on the Citizens Advisory Committee, representing San Mateo County, and invited the public to apply before the October 4 deadline.

A. Business Plan Ad Hoc Committee

Chair Bruins stated the Business Plan ad hoc committee met in August to discuss assumptions contained in the Plan and conducted a technical discussion on the development of a long range plan. She announced a public workshop that would be held on October 4 at 9 a.m. at the SamTrans Headquarters Building in San Carlos to further discuss components of the Plan.

In response to a question from Director Davis regarding a dedicated funding source for Caltrain and a future three-county ballot measure, Chair Bruins stated an initial meeting was recently held with the seven partner agencies and a subsequent meeting would be held towards the end of the year to further discuss that important issue.

Public Comment

Roland Lebrun, San Jose, claimed the ad hoc committees were not being conducted legally.

REPORT OF THE CITIZENS ADVISORY COMMITTEE

Ricardo Valenciana, Vice Chair of the Caltrain Citizens Advisory Committee, provided highlights of the meeting held recently.

REPORT OF THE EXECUTIVE DIRECTOR

Jim Hartnett, Executive Director, introduced Tasha Bartholomew, Communications Officer, who announced several rail safety educational events happening throughout the month and displayed a new video entitled, "Stay Off the Tracks."

Proclamation Declaring September as Railroad Safety Month

Motion/Second: Gee/Brinkman

Ayes: Brinkman, Chavez, Davis, Gee, Pine, Stone, Zmuda, Bruins

Absent: Gillett

Update on Financial Dashboard

Derek Hansel, Chief Financial Officer, referred to the financial information in the Board members' packet. He noted he would be visiting member agencies' board meetings over the next month soliciting approval of the upcoming Caltrain bond financing package, as was discussed by the Board in prior months. He anticipated the issue coming back to the Caltrain Board in November.

Monthly Report on Positive Train Control

Michelle Bouchard, Chief Operating Officer, Rail, stated that the progress on the Positive Train Control project was ongoing and testing has continued and has been going well. She noted personnel adjustments at Wabtec but the team remains intact and the project is moving forward. Jim Hartnett added that the Peninsula Corridor Joint Powers Board received an \$18.7m federal grant for the program and is awaiting word on receipt of a \$5.3m grant.

Peninsula Corridor Electrification Project Monthly Report for July

John Funghi, CalMod Chief Officer, provided a monthly update on the electrification project and the electric train order. He stated potholing for the electrification work was progressing in San Francisco and Brisbane as well as from Belmont to San Jose. Mr. Funghi stated tree trimming had started in Menlo Park and San Jose. Work on the traction power substation in San Jose was currently underway and soon two main transformers would be installed. Mr. Funghi stated the overhead catenary work continues, with 33 percent of the poles installed in segment two. Further, tunnel modification work was scheduled throughout September during non-revenue work times. Regarding the electric multiple unit car manufacturing, Mr. Funghi noted the first train set had passed its structural load tests. Finally, train manufacturing continues with three train sets currently in production and a mock-up of the lead car had been delivered to Menlo Park.

Mr. Funghi responded to questions of Board members regarding the tunnel work (safety and public outreach for the weekend riders). Jim Hartnett noted that a bus bridge was planned during construction.

Director Pine expressed appreciation to Mr. Funghi for his work in relocating Burlingame's paralleling station to its corporation yard property.

Finally, Jim Hartnett reported on the receipt of an American Public Transit Association Sustainability Award in the "Silver" category, for its bicycle access program, LED lighting, participation in the Peninsula Clean Energy program and the Caltrain electrification project. Chief Officer April Chan accepted the award on behalf of the Board.

Public Comment

Roland Lebrun, San Jose, acknowledged the work of Caltrain employee, Joe Navarro. He discussed the safety of train stations and contract with Wabtec, TGV trains in France, tunnel opening date.

Aleta Dupree, Oakland, discussed safety issues and requested continuation of weekly construction notices and updates.

AUTHORIZE EXECUTION OF A CHANGE ORDER TO THE PENINSULA CORRIDOR ELECTRIFICATION PROJECT CONTRACT WITH BALFOUR BEATTY, INC. FOR DESIGNING SHUNT WIRES AT UTILITY CROSSINGS IN CONFORMANCE WITH CALIFORNIA PUBLIC UTILITY COMMISSION REQUIREMENTS

John Funghi, CalMod Chief Officer, stated a design change order is necessary due to a recent regulatory change by the California Public Utilities Commission after award of the Balfour Beatty contract. He discussed details of the contract change and the amount of the change order, in response to a question from Director Zmuda. At the request of Director Stone, Mr. Funghi discussed contract "unknowns" in general and the use of the established contingency fund as a way to resolve the issues that arise.

Approved by Resolution 2018-38

Motion/Second: Davis/Gee

Ayes: Brinkman, Chavez, Davis, Gee, Pine, Stone, Zmuda, Bruins

Absent: Gillett

AUTHORIZE EXECUTION OF A CHANGE ORDER TO THE PENINSULA CORRIDOR ELECTRIFICATION PROJECT (PCEP) CONTRACT WITH BALFOUR BEATTY, INC. FOR THE DESIGN OF THE PG&E INTERCONNECTIONS TO THE PCEP TRACTION POWER SUBSTATIONS 1 AND 2

John Funghi, CalMod Chief Officer, described the need for the design of interconnections poles for power substations. Construction also should be expected to result in a change order to Balfour Beatty's contract. Mr. Funghi answered questions of Board members.

Approved by Resolution 2018-39

Motion/Second: Gee/Stone

Ayes: Brinkman, Chavez, Davis, Gee, Pine, Stone, Zmuda, Bruins

Absent: Gillett

INCREASE EXECUTIVE DIRECTOR'S CONTRACT CHANGE ORDER AUTHORITY FOR THE SOUTH SAN FRANCISCO STATION IMPROVEMENT PROJECT

Rafael Bolon, Deputy Director, Capital Program Delivery, provided a brief presentation on the South San Francisco Station Improvement Project and its purpose, schedule, budget and challenges. Mr. Bolon discussed why increased change order authority in the amount of \$3.4 million is needed to complete the project, including to extend the contract end date, address utility relocation issues and increase total contract authority. Finally, Mr. Bolon displayed schematics of the completed station. He responded to questions regarding funding sources.

Public Comment

Roland Lebrun, San Jose, discussed the station design details, funding and Union Pacific.

Adina Levin, Friends of Caltrain, addressed the Board regarding the need for better pedestrian and bike safety aspects to be included in the project.

Approved by Resolution 2018-40

Motion/Second: Brinkman/Davis

Ayes: Brinkman, Chavez, Davis, Gee, Pine, Stone, Zmuda, Bruins

Absent: Gillett

2018 ANNUAL PASSENGER COUNT PRESENTATION

Michelle Bouchard, Chief Officer, Rail, introduced Catherine David, Principal Planner, Rail Operations Planning. Ms. David provided a comprehensive presentation on Caltrain's annual counts. Ms. David reviewed average weekday ridership, riders by time period, peak ridership data, top 10 stations, county by county comparison, seating capacity, busiest trains, Gilroy extension ridership, bicycle ridership and statistics on bike bumping and weekend service statistics. Summarizing, Ms. David stated the data collected would be incorporated into the Caltrain Business Planning efforts to strategize for future scheduling and passenger capacity.

Ms. David responded to questions from Director Chavez regarding Gilroy service ridership, origin/destination survey work, and issues related to last mile connection issues. Ms. David also responded to Director Brinkman regarding the impact of weekend ridership during the tunnel work and impact of scooters and ridership. Director Zmuda expressed appreciation for how the passenger count was conducted, and noted that it should help with assumptions and explanations related to fare elasticity. Chair Bruins also provided commentary on the presentation.

Public Comment

Jeff Carter, Millbrae, addressed the Board and stated he appreciated the passenger count report, noting that Monday through Friday information would have been helpful to include as well as Clipper and ticket vending machine information.

Drew, San Mateo, commented on several of the slides in the presentation and noted that not just the baby bullet trains have high capacity. He stated he appreciated the presentation.

Roland Lebrun, San Jose, referred to Director Chavez's comments regarding South Santa Clara County riders' origin and destination and asked how can the new bullet trains handle capacity in light of the building in that area. He discussed the Sunnyvale station platform construction. He recommended that the full presentation be presented at the October business plan workshop.

Adina Levin, Friends of Caltrain, addressed the Board regarding the increase in ridership in the South Santa Clara County region.

CORRESPONDENCE

All correspondence was including in the Board's reading files. Jim Hartnett stated staff is trying to get the correspondence to the Board ahead of time. Chair Bruins stated that it is now posted electronically.

Public Comment

Roland Lebrun, San Jose, requested that the correspondence should be scanned as a searchable .pdf, that two correspondence packets be posted (to include correspondence submitted after the initial deadline for posting with the agenda) and that prior correspondence packages be posted on the website.

BOARD MEMBER REQUESTS

Director Chavez stated there should be a future discussion on housing. Director Stone agreed. Director Brinkman requested that there be adequate time to review the San Francisco downtown extension alignment for the Board to review the options and challenges. Chair Bruins stated discussions are taking place regarding a possible 1/8th-cent sales tax measure. She also noted that while oral public comment is always invited at the meetings, often written correspondence would suffice.

GENERAL COUNSEL REPORT

Peninsula Corridor Joint Powers Board Meeting
Minutes of September 6, 2018

Legal Counsel Cassman reported that the Board met in closed session during a Special Meeting immediately preceding this regular Board meeting. A matter of real property litigation was discussed and no action was taken.

Date/Time of Next Regular Meeting: Thursday, October 4, 2018 at 10:00 a.m. San Mateo County Transit District Administrative Building, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

ADJOURN

The meeting adjourned at approximately 12:41p.m.

An audio/video recording of this meeting is available online at www.caltrain.com. Questions may be referred to the Board Secretary's office by phone at 650.508.6279 or by email to board@caltrain.com.