

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

**MINUTES OF MAY 2, 2019**

**MEMBERS PRESENT:** G. Gillett (Chair), J. Bruins, R. Collins, C. Chavez, D. Davis, D. Pine, C. Stone

**MEMBERS ABSENT:** C. Brinkman, S. Walton

**STAFF PRESENT:** J. Hartnett, C. Mau, J. Cassman, T. Bartholomew, M. Bouchard, J. Brook, A. Chan, D. Hansel, B. Fitzpatrick, C. Fromson, J. Funghi, C. Gumpal, 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 Charles Stone led the Pledge of Allegiance.

**ROLL CALL**

District Secretary Dora Seamans called the roll and confirmed all present, with the exception of Directors Brinkman and Walton who were absent.

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Vaughn Wolffe, Pleasanton, commented on Transit-Oriented Development funding.

Scott Yarbrough, San Francisco, expressed concern regarding the train configuration for bikes.

Jeff Carter, Millbrae, expressed frustration regarding his prior questions that have not yet been addressed by staff; he commended the Executive Administration staff on their hard work with public records management.

Roland Lebrun, San Jose, commented on High Speed Rail.

**CONSENT CALENDAR**

Motion/Second: Davis, Bruins

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

Absent: Brinkman, Walton

Noes: None

- a. Approved Meeting Minutes of April 4, 2019
- b. Accepted Statements of Revenues and Expenditures for March 2019
- c. Received Key Caltrain Performance Statistics – March 2019
- d. Received State and Federal Legislative Update
- e. Received Caltrain Business Plan Monthly Update

- f. Called for Public Hearing on Energy Service Contracts for Energy-Efficient Lighting Retrofit at Caltrain Stations
- g. Called for Public Hearing on Proposed Changes to the Codified Tariff
- h. Appointed the Citizens Advisory Committee Representative

### **REPORT OF THE CHAIR**

Chair Gillian Gillett, provided a report on the Joint JPB Citizens Advisory (CAC) and Bicycle Advisory Committee (BAC) meeting and provided a summary of comments from members of the public. Chair Gillett also provide a report on the Local Policy Making Group (LPMG) that met last Thursday. Director Jeannie Bruins also attended the Joint CAC and BAC meeting, thanked the public, and commended staff on the outstanding coordination of the meeting. The Board had brief comments regarding funding and the results of the sales tax.

#### Public Comment

Scott Yarborough, San Francisco, expressed appreciation on the Joint workshop and provided comments regarding the meeting.

Roland Lebrun, San Jose, commented on High Speed Trains, capacity and Bombardiers. He also provided comments regarding sales tax.

Jeff Carter, Millbrae, provided comments regarding the Joint CAC and BAC meeting and grade crossings.

### **REPORT OF THE CITIZENS ADVISORY COMMITTEE**

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. He also commended the Joint CAC and BAC meeting.

#### Public comment

Adina Levin, Friends of Caltrain, addressed the need for more seats within view of bikes to help prevent theft.

### **REPORT OF THE EXECUTIVE DIRECTOR**

Jim Hartnett, Executive Director, said his report is in the reading file. Mr. Hartnett also provided a report on the Transbay Joint Power Authority Board meeting; highlights of the report included information on the Salesforce Transit Center.

### **Peninsula Corridor Electrification Project (PCEP) Monthly Report for February 2019**

John Funghi, CalMod Chief Officer, provided a brief monthly report on the status of the electrification project; the report included electrification construction activities in March, the installation of foundations, the Overhead Contact System (OCS) poles, cantilever arms, insulators, and brackets. Mr. Fungi also noted that the PCEP is on schedule.

### **Monthly Report on Positive Train Control (PTC) System**

Michelle Bouchard, Chief Operating Officer, Rail, provided a report on PTC; highlights included Herzog Technology Incorporated (HTI), PTC go live experts have started the PTC go-live planning effort with Caltrain Operations, and the PTC project team will ensure a smooth transition of PTC to operations and maintenance. Ms. Bouchard also noted that these efforts included finalizing the RSD rollout strategy, resource planning for both Caltrain and TASI operations and maintenance, and coordination of Master Service Agreements negotiations with key suppliers required to support PTC long term service needs.

### **Caltrain Revenue Measure Poll Key Findings**

Seamus Murphy, Chief Communications Officer, introduced Sara LaBatt, EMC Research, the agency's on-call survey contractor. Ms. LaBatt reported on the Caltrain Revenue Measure Poll Key Findings; highlights of the report include poll findings that were conducted from March 25 to April 1, 2019, to track public opinion in San Francisco, San Mateo and Santa Clara Counties about the creation of a dedicated funding source for Caltrain. 1,416 likely voters were surveyed as a part of the poll. EMC recruited participants by using email addresses and telephone numbers obtained from the voter file. Participants were able to take the survey online or by telephone, in English, Spanish, Chinese, or Vietnamese.

The Board and staff had a robust discussion. Ms. LaBatt and staff provided further clarifications in response to Board comments and questions. The report can be found on the Caltrain website link provided here:

[http://www.caltrain.com/Assets/\\_Agendas+and+Minutes/JPB/2019/o2019-05-02+JPB+poll+revised+to+include+corridor.pdf](http://www.caltrain.com/Assets/_Agendas+and+Minutes/JPB/2019/o2019-05-02+JPB+poll+revised+to+include+corridor.pdf)

### Public Comment

Jason Baker, Campbell, commented on the Measure.

Vaughn Wolffe, Pleasanton, suggested faster trains and extending service.

Don Cecil, San Francisco, commented on the poll results and discussed the mega measure.

Roland Lebrun, San Jose, commented on the tax measure and revenue impacts on the three counties.

Karen Carracho, Housing Leadership Council, discussed the poll findings and housing affordability.

Jeff Carter, Millbrae, discussed funding and operating budgets, longer trains and improving ridership.

Adina Levin, Friends of Caltrain, commented on stable funding and discussed the polling results.

Mark Hershman, San Mateo, provided a comment on behalf of Senator Jerry Hill on the revenue polls and measure.

Rod Spikes, Youth Leadership Institute, commended the ballot measure.

Drew, San Mateo, commended the survey of the language and business plan.

### **CALTRAIN BUSINESS PLAN QUARTERLY UPDATE**

Sebastian Petty, Director of Policy Development, provided a quarterly report on the Caltrain Business Plan; highlights of the report included capital costing and operations and maintenance analysis, economic analysis and benefits calculations, organizational assessment and community interface documentation and peer case studies.

Casey Fromson, Director Government & Community Affairs provided a report on the outreach activities to date and engagement with local jurisdictions.

Mr. Petty and 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/Caltrain+Business+Plan++Quarterly+Update++May+2019.pdf](http://www.caltrain.com/Assets/_Agendas+and+Minutes/JPB/2019/Caltrain+Business+Plan++Quarterly+Update++May+2019.pdf)

### Public Comment

Adina Levin, Friends of Caltrain, discussed the benefit of increasing transit ridership on the corridor and funding.

Roland Lebrun, San Jose, commented on high-speed trains, grade separation and freight.

Jeff Carter, Millbrae, commented on the grade separation, private sector funding and opined that cities should work together.

Doug DeLong, Mountain View, discussed the ridership.

Drew, San Mateo, discussed the future of the business plan and freight on the tracks.

Director Cindy Chavez left at 11:47 am.

### **AUTHORIZE AMENDMENT TO ON-CALL ELECTRIFICATION SUPPORT SERVICES CONTRACT FOR THE PENINSULA CORRIDOR ELECTRIFICATION PROJECT**

Mr. Funghi, CalMod Chief Office, recommended an amendment to contract with Gannett Fleming Transit and Rail Systems (Gannett Fleming) to increase the contract amount. Mr. Funghi also explained that the services will be performed under Work

Directives (WDs) issued on an on-call, as needed basis. Gannett Fleming primarily provides services for the PCEP project and related projects; as a result, Gannett Fleming's services are budgeted under the PCEP budget.

The WDs will be funded from contingency and will not impact the approved PCEP budget. The PCEP contingency fund balance remains above the minimum Federal Transit Administration's recommended levels.

Approved by Resolution 2019-13

Motion/Second: Bruins, Stone

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

Absent: Brinkman, Chavez, Walton

Noes: None

### **PRESENTATION OF PRELIMINARY FISCAL YEAR 2019-2020 OPERATING AND CAPITAL BUDGETS**

Derek Hansel, Chief Financial Officer, provided a presentation of the preliminary operating and capital budget; highlights of the report included increasing baseline service costs, concerns about ridership, costs of PTC implementation, minimal additions to staffing and work with members on operating and capital funding. Mr. Hansel noted the next steps: continue working with members to finalize the operating and capital investment for FY2020, present the budgets in June based on input from the Board and finalized investments, and continue to work with the Board and members to study and address the funding gaps for FY2021 and beyond.

Mr. Hansel and staff provided further clarifications in response to Board comments and questions.

Chair Gillett questioned the status of the Finance Committee. Mr. Hansel responded and informed the Board that the committee will meet later this month in preparation for the June meeting.

The presentation can be found on the Caltrain website link provided here:

[http://www.caltrain.com/Assets/\\_Agendas+and+Minutes/JPB/2019/PCJPB+Operating+Budget+Presentation.pdf](http://www.caltrain.com/Assets/_Agendas+and+Minutes/JPB/2019/PCJPB+Operating+Budget+Presentation.pdf)

#### Public Comment

Roland Lebrun, San Jose, commended the staff on the budget as the best budget in the last 15 years and commented on wages, benefits, and fuel.

Adina Levin, Friends of Caltrain, commented on the operating budget and provided suggestions on fares, Go Pass and revenue.

Jeff Carter, Millbrae, commended staff on the budget.

**CORRESPONDENCE**

Correspondence received was included in the packet and posted to the agency's website.

**BOARD MEMBER REQUESTS**

None.

The Board meeting recessed to closed session at 12:30 p.m.

Director Dev Davis left at 12:43 p.m.

**GENERAL COUNSEL REPORT**

Closed Session: Conference with Real Property Negotiators (Joan L. Cassman, General Counsel; Brian Fitzpatrick and Gary Cardona, JPB Real Estate Staff) Pursuant to Government Code Section 54956.8:

Property Location:

4020 Campbell Avenue, Menlo Park, CA (APN: 055-253-090)

Owner: 4020 Amber, LLC

Under negotiation: Price and terms of contract.

The Board reconvened to open session at approximately 12:44 p.m.

No reportable action was taken.

**DATE/TIME OF NEXT REGULAR MEETING: THURSDAY, JUNE 6, 2019 AT 10:00 A.M.  
SAN MATEO COUNTY TRANSIT DISTRICT ADMINISTRATIVE BUILDING, 2<sup>ND</sup> FLOOR,  
1250 SAN CARLOS AVENUE, SAN CARLOS, CA 94070**

Chair Gillett announced that the next meeting would be held on Thursday, June 6, 2019 at 10 a.m.

**ADJOURN**

The meeting was adjourned at 12:45 p.m.