



SAN FRANCISCO PENINSULA RAIL PROGRAM  
EXECUTIVE STEERING COMMITTEE MEETING

MINUTES

Friday, November 18, 2022

11:00 a.m. to 12:00 p.m.

WATCH LIVE:

<https://transbaycenter.webex.com/transbaycenter/onstage/g.php?MTID=eb5cfd907e1c1633ca48067c03a24e8b>

PUBLIC COMMENT CALL-IN: 1-855-282-6330 — Access Code: 2551 130 7458

Due to the COVID-19 health emergency, the Executive Steering Committee (ESC) will meet via teleconference. Members of the public are encouraged to participate remotely.

In compliance with the Assembly Bill (“AB”) 361 (Rivas, Chapter 165, Statutes of 2021) and its amendments to California Public Resources Code Section 54953(e), this meeting will be held exclusively via teleconference participation of a quorum of ESC members in locations not open to the public. This meeting is being held during a proclaimed state of emergency, and state and local officials have imposed or recommended measures to promote social distancing, while allowing the public to observe and address the ESC.

EXECUTIVE STEERING COMMITTEE

Peninsula Corridor Joint Powers Board/Caltrain, Michelle Bouchard (Chair)  
San Francisco County Transportation Authority, Tilly Chang (Vice Chair)  
California High Speed Rail Authority, Boris Lipkin  
City and County of San Francisco, Alex Sweet  
Metropolitan Transportation Commission, Andrew Fremier  
Transbay Joint Powers Authority, Adam Van de Water

**REMOTE MEETING ACCESS**  
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**Providing Public Comment**

Ensure you are in a quiet location – Speak Clearly – Turn off any TVs or radios around you

1. When prompted, “raise hand” to speak by pressing \*3 (star, 3) to be added to the queue.
2. Callers will hear silence when waiting for their turn to speak.
3. When prompted, callers will have two minutes to provide comment.

**AGENDA**

1. Call to Order

Chair Bouchard called the meeting to order at 11:00 a.m.

2. Roll Call

Secretary Bonner noted that Jesse Koehler was sitting in for Vice Chair Chang until her arrival.

Members Present: Andrew Fremier, Jesse Koehler, Boris Lipkin, Alex Sweet, Adam Van de Water, Michelle Bouchard, Tilly Chang (arrived during item 6)

3. Communications

Secretary Bonner provided instructions on the Public Call-in/Comment process.

- Chair’s Report

Chair Bouchard presented the Chair’s report. She thanked Member Van de Water and his team for hosting a tour of the train box for the Commuter Rail Coalition. The tour was part of a three-day event that also highlighted Caltrain’s electrification program and focused attention on the Downtown Rail Extension (DTX) project. Member Van de Water congratulated Chair Bouchard for her permanent appointment as Executive Director of Caltrain.

Public Comment:

Roland Lebrun stated that the push for Caltrain electrification started in San Francisco over ten years ago to bring Caltrain into the train box and suggested closed captioning of the meeting.

4. Action Item:

Approval of Meeting Minutes: October 21, 2022

There was no member of the public wishing to comment.

A motion to approve the minutes was made by Member Sweet and seconded by Member Van de Water. A unanimous voice vote approved the motion.

5. Action Item:

Motion to Approve the Continued Use of Teleconferencing Technologies for Meetings of the ESC pursuant to Assembly Bill 361

There was no member of the public wishing to comment.

A motion was made by Member Lipkin and seconded by Chair Bouchard. A unanimous voice vote approved the motion.

6. Action Item:

Consider Advancing Presentation of the Downtown Rail Extension Project Rebranding

TJPA Executive Director, Adam Van de Water, introduced the item and summarized the rebranding task, stating that feedback on the new mark and tagline received thus far has been positive. The goal is to select a brand to use in communications next year as the TJPA rolls out its new website.

Darolyn Davis and Jenni Wall of D&A Communications presented the mark and the new tagline: "Uniting the Bay. Connecting California."

Executive Director Van de Water stated that the phrasing was offered by TJPA Board Director Tumlin when the Board considered the rebranding at its September meeting. Upon recommendation of the ESC, staff would present the rebranding to the TJPA Citizens Advisory Committee on December 6 and the TJPA Board on the December 8.

Member Lipkin stated that he appreciated the extra steps taken to address additional input. Chair Bouchard agreed and said that the mark and tagline will be with the Program through operations, so it is important to get it right.

Public Comment:

Roland Lebrun urged collaboration with the Link21 team on rebranding.

Peter Strauss, Friends of DTX, suggested the ESC to take a step back to rethink and consider restarting the process.

A motion to approve was made by Member Fremier and seconded by Member Lipkin. A unanimous voice vote approved the motion.

7. Informational Item:

Presentation of the Downtown Rail Extension Project Quantitative Risk Analysis

DTX Project Director Alfonso Rodriguez and San Francisco County Transportation Authority (SFCTA) Rail Program Manager presented the item.

Member Fremier emphasized the importance of managing risk and cost estimates. He further emphasized the importance of understanding the specific risk management approach. Acknowledging the high-level risk items shown in the presentation, he would like the ESC to have an opportunity to review them in greater depth, as all the members have been involved in mega projects and the ESC has good history to draw on from projects around the United States. Additionally, he urged the team to accelerate this important work through the Integrated Program Management Team (IPMT), given the February FTA submittal.

Member Lipkin inquired how external risks are being handled. Mr. Rodriguez responded that there are three buckets of risk that are currently not captured in the quantitative risk analysis: funding, market interest, and escalation. He stated the team will address market interest once the project delivery implementation plan is in place; funding has not yet been addressed because the team is still working on the Funding Plan; and escalation is currently being evaluated, and the team will work with the IPMT on how to present escalation in the February submittal. Member Lipkin responded that reasonable ranges and assumptions can be used, even if they are separate from the other risks. He urged the team to find ways to discuss external risks as well as, risks that are project-based. Vice Chair Chang agreed with Members Fremier and Lipkin and suggested spending more time on the risk management discussion at a future meeting. She noted that December and January are busy and suggested that a special meeting may be warranted.

Chair Bouchard emphasized the importance of ensuring that the team has addressed all of the identified risks and from a Caltrain perspective, understanding risks involving the enabling works and tie-in to existing systems is important. She agreed with taking a deeper dive into the risk management process.

Member Van de Water stated he welcomes more discussion on quantifying the risks and related policy decisions. He noted that the 20-Year Financial Plan will be presented to the ESC in January and to the Board in February and will be undergoing an iterative process between February and August, when the TJPA will seek entry into the New Starts Engineering phase. He stated peer review of the cost estimate is nearing completion and that the general engineering consultant, Parsons Transportation Group, and the TJPA's independent consultant would be scrubbing the numbers to ensure an as-accurate-as-possible bottom-up cost estimate. He reminded the group that the TJPA will be locked into the budget submitted to the FTA in August.

Chair Bouchard asked Mr. Rodriguez to highlight future discussions of this and other topics on the meeting look-ahead schedule.

**Public Comment:**

Roland Lebrun suggested eliminating the throat structure and moving the Fourth and Townsend Street Station so that Prologis (owner of the 4th & King Railyards) can begin developing the Railyards.

**8. Public Comment**

Members of the public may provide comment on matters within the ESC's purview that are not on the agenda.

Roland Lebrun stated the successor bill to Assembly Bill 361, remote meeting attendance, would be challenging and he suggested that the group look to the Bay Area Air Quality Management District, which should be able to influence the Legislature.

**9. Discussion Item:**

ESC Agenda items for upcoming meetings

None were proposed.

**10. Adjourn**

Chair Bouchard adjourned the meeting at 11:51 a.m.