

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

**Minutes  
January 3, 2008**

**MEMBERS PRESENT:** J. Cisneros (Chair), N. Ford, D. Gage, J. Hartnett, J. Hill, A. Lloyd, F. Williams, K. Yeager

**MEMBERS ABSENT:** S. Maxwell

**MTC LIAISON:** S. Lempert

**STAFF PRESENT:** D. Auyoung, G. Cameron, C. Cavitt, B. Doty, V. Harrington, C. Harvey, R. Haskin, R. Lake, M. Lee-Skowronek, M. Martinez, I. McAvoy, N. McKenna, D. Miller, M. Scanlon, M. Simon, J. Willard

Chair José Cisneros, called the meeting to order at 10:03 a.m. and led the Pledge of Allegiance.

**REPORT FROM NOMINATING COMMITTEE – ELECTION OF 2008 OFFICERS**

Director Forrest Williams reported the nominating committee (Williams, Hill, Maxwell) recommends Director Jim Hartnett for Chair and Director Don Gage for Vice Chair. There were no nominations from the floor.

The motion (Hill/Lloyd) to recommend Directors Hartnett as Chair and Gage as Vice-Chair for 2008 was approved unanimously by roll call.

Following the election, Chair Harnett presided over the meeting.

**PUBLIC COMMENT**

Jack Ringham, Atherton, presented Chuck Harvey, Chief Operating Officer with an oversized rubber band with a card that read, “This huge rubber band is quite elastic. Make it stretch to bring service fantastic.”

Jerry Hill arrived at 10:06 a.m.

Doug DeLong, Mountain View, said the latest issue of *Train Magazine* mentions the unresolved labor issue with Amtrak and a possible strike by rail unions at the end of the month.

Pat Giorni, Burlingame, asked about the possibility of Caltrain trying to fund half the cost of fold-up bicycles. Caltrain is looking to alleviate the number of bicycles carried on the cars and a number of cyclists who ride to the station could have their fold-up in a rented locker, pick it up, and take it on the train as luggage.

Jeff Carter, Burlingame, thanked Caltrain for full service on the day after Thanksgiving and New Year’s Eve. He said he read in the paper recently the coverage on Caltrain 2025 and

electrification. The San Francisco bike parking facility grand opening is January 9 and would like to reiterate the facility should be named in memory of Kap Thomas.

### **CONSENT CALENDAR**

The Board approved the items under the Consent Calendar as follows:

- a) Approval of Minutes of December 6, 2007
- b) Acceptance of the Statement of Revenues and Expenses, November 2007
- c) Authorizing Award of a Contract to Sire Technologies, Inc. for Provision of an Electronic Document and Records Management System and Software Maintenance and Support Services for a Fixed Price of \$76,969
- d) 2008 Caltrain State and Federal Legislative Program

### **CHAIRPERSON'S REPORT**

- Chair Hartnett read the resolution of appreciation to outgoing Chair Cisneros. The resolution passed unanimously. Director Cisneros thanked the Board and staff for their hard work.
- A certificate of Appreciation was presented to outgoing Citizens Advisory Committee Chair, Michael Kiesling.

### **MTC LIAISON REPORT**

Sue Lempert, MTC Liaison, reported that high speed rail will be on the ballot in 2008. At the last MTC Program and Allocations Committee meeting staff had prepared a list of projects. If you get on this list it means the project has a pretty good chance of being funded, if not sooner, then certainly later. Caltrain electrification, the Dumbarton rail extension, Transbay Terminal and an East Bay project were showing funding gaps as well as many of the other projects, but MTC staff was recommending that the funding gaps be addressed by high speed rail. Ms. Lempert said that all the counties sitting at the Board table have a stake in these projects so support may be needed down the line.

### **REPORT OF THE CITIZENS ADVISORY COMMITTEE (CAC)**

Michael Kiesling, CAC Chair, reported that Bruce Jenkins is the new Chair. At the December meeting the committee received a presentation on the analysis of what can be done in response to BART's decision to discontinue direct service between Millbrae and SFO.

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

Mr. Scanlon congratulated Directors Hartnett and Gage. Mr. Scanlon thanked Director Cisneros for his hard work as Chair last year.

Mr. Scanlon reported the following:

- Performance Statistics for November 2007 compared to November 2006:
  - a. Total Ridership was 948,390, an increase of 9.2 percent.
  - b. Average Weekday Ridership was 36,454, an increase of 9.3 percent.
  - c. Total Revenue was \$3,129,883, an increase of 18.2 percent.
  - d. On-time Performance was 93.35 percent, a decrease of 1.8 percent.
  - e. Caltrain Shuttle Ridership was 5,192, an increase of 4.9 percent.
- Year-to-Date Statistics:
  - a. Total Ridership was 5,015,090, an increase of 8.1 percent.
  - b. Average Weekday Ridership was 37,987, an increase of 7.7 percent.

- c. Total Revenue was \$16,826,603, an increase of 16.0 percent.
- d. On-time Performance was 93.22 percent, a decrease of 1.3 percent.
- e. Caltrain Shuttle Ridership was 5,292, an increase of 7.8 percent.
- Staff is analyzing ridership numbers for the day after Thanksgiving.
- Customers are experiencing some confusion with the BART changes from Millbrae to SFO, which is normal.
- The formal opening of Warm Planet Bike Valet at 4<sup>th</sup> and King is next Wednesday, January 9 at 11 a.m.
- Extra train service was provided for the Emerald Bowl and carried an additional 1,000 passengers.
- Sunday service was provided on Christmas and New Year's Day.
- Special service on New Year's Eve carried about 2,500-2,700 extra riders.
- The Martin Luther King Freedom Train will run on January 21. The train will leave San Jose at 10 a.m.
- The 98 train timetable is set to launch on March 3. Publicity and new schedules will be out in advance.
- Caltrain's Holiday Train had another successful year. Almost 4,200 toys were collected and \$2,000 in cash donations were received. Since inception, nearly 35,000 toys have been collected.
- Weekend Edition and the Safety and Security Report are in the reading file.
- 26 weeks into the year, fuel is running 7.2 percent over budget.
- New electronic signs in Redwood City on Highway 101 near Whipple Avenue show drivers the drive time versus taking Caltrain from Redwood City to San Francisco.
- An Amtrak strike still a possibility. Staff has been advising the Board of the status of this long-standing labor dispute.
- Congressman Tom Lantos will not seek reelection due to illness. Mr. Scanlon will be sending Congressman Lantos a letter on behalf of the JPB, The San Mateo County Transit District and the San Mateo Transportation Authority expressing sentiments of the Boards.

Director Lloyd asked for an update on Amtrak employee strike threat. Mr. Harvey said President Bush formed a Presidential Emergency Board. After the committee does its research it will present a report to the president. The earliest Amtrak employees could strike is the close of business at the end of January.

#### **AUTHORIZING THE EXERCISE OF A ONE-YEAR OPTION TO EXTEND THE CONTRACT WITH AMTRAK**

Jerry Willard, Deputy Director of Rail Administration, said Caltrain currently is in the second year of a three-year base term with Amtrak. The original contract was approved in January 2005 with two option years. Amtrak provided the rates for the first option year, which included no increase to the fixed fee, but a 0.5 percent increase to the general administration overhead fee. JPB requested and Amtrak provided further justification on the increase. After evaluation staff concluded the proposal was both fair and reasonable. Staff is happy with the performance of Amtrak. By exercising the one-year option it allows staff to defer significant procurement and mobilization costs that would be incurred if proposals were sought now and a potential new contractor were selected.

The resolution (Hill/Cisneros) to exercise the one-year option to extend the contract with Amtrak was approved unanimously by roll call.

**AUTHORIZING AWARD OF A CONTRACT TO PLASSER AMERICAN CORPORATION FOR PURCHASE AND DELIVERY OF ONE DYNAMIC TRACK STABILIZER FOR A TOTAL COST OF \$1,631,814**

George Cameron, Chief Administration Officer, said that Staff Coordinating Council recommends that the Board award a contract to the lowest responsive and responsible bidder, Placer American Corporation, for the purchase and delivery of one dynamic track stabilizer for a total price of \$1,631,814. The dynamic stabilizer will eliminate the need to perform repeated passes of work trains and minimize running revenue traffic at restricted speeds. The stabilizer will be used on a number of projects, including the San Bruno grade separation and California Avenue. Staff has received a waiver from FTA on Buy America.

Director Gage asked if staff considering leasing the equipment out to other properties. Mr. Scanlon said this is something that can be considered.

**Public Comment**

Jack Ringham, Atherton, doesn't see why this is so attractive. Why is this piece of equipment being purchased? Is it because the government is putting up 80 percent of the money and there will be less payroll costs and less to pay the contractors? What is the return on investment in purchasing this piece of equipment? The costs need to be quantitative to Caltrain and to the taxpayers.

Mr. Cameron said the payback is 3 ½ years. Mr. Scanlon said it also saves time to have this piece of equipment and that will result in cost savings.

Director Williams said that in the future a benefit analysis should be included in the staff report.

The resolution (Williams/Lloyd) to award the contract to Plasser American was approved unanimously by roll call.

**PRESENTATION OF DRAFT CALTRAIN SHORT RANGE TRANSIT PLAN (FY2008-FY2017)**

Marian Lee-Skowronek, Director of Planning, presented an overview of the plan:

- An annual plan is required by MTC and every fourth year a more detailed plan is required.
- To-date the biggest operational achievement has been the implementation of Baby Bullet service.
- Looking ahead 10 years there are big challenges.
- On the service side, a plan needs to be developed to implement the Caltrain 2025 program. This program is focused on how to expand capacity and improve access to the Caltrain stations to meet the growing demand and increase ridership.
- On the finance side, the agency must address capital and operating shortfalls.
- Service levels will increase from 96 to 110 trains by FY2014.
- Ridership is estimated to increase 58 percent by 2017.
- Operating costs are estimated to exceed revenue.
- Starting in FY2015, there is a projected surplus.
- Shuttle ridership is expected to increase 5 percent per year.
- The 10-year capital program budget is \$1.8 billion.
- Formal Board adoption will be at the February meeting.

Director Gage asked about the increased numbers in ridership. Ms. Lee-Skowronek said they include current riders and projected riders.

Director Yeager asked about the surplus number and how electrification could take us out of the red. Ms. Lee-Skowronek said the big factors were ridership increase and operational efficiencies.

Director Yeager would like information on the additional riders and operating efficiencies. Ms. Lee-Skowronek said the operating efficiencies would be achieved by converting from diesel to electrification.

Director Williams asked about electrification and what is the major factor that will allow staff to achieve the projected ridership and revenue gains. Mr. Scanlon said it is primarily in the acceleration and deceleration of the trains. Mr. Scanlon said that with electrification there can be more stops.

Director Williams asked if the equipment would have to be changed out. Mr. Scanlon said equipment would have to be switched out to run electrification, but diesel trains could still run on these tracks.

#### Public Comment

Jeff Carter, Burlingame, asked when the draft plan would be available to the public. Mr. Carter also stated that he hoped patrons don't have to wait for electrification for service to be restored at some stations. Mr. Scanlon said the draft report will be available next week.

#### **PRESENTATION ON THE TRANSBAY TERMINAL**

Bob Beck, Senior Program Manager, and Bradford Townsend, Project Manager, from Transbay Terminal Joint Powers Authority (TTJPA) reported the following:

- 2007 was a good year for the Transbay Authority.
- Design of the temporary terminal has begun.
- Design and development competition was concluded for the transit center building and tower.
- Right-of-way purchases were initiated.
- Part I of the preliminary engineering was concluded.
- Money from Proposition H will be used by San Francisco to extend Caltrain to the Downtown Extension.
- San Francisco Terminal will be equipped for High Speed Rail.
- Conceptual design and cost estimate were just completed.
- The timeline for the project states that by 2012 Advance Contracts will be initiated and by 2019 DTX revenue service will begin.

Sue Lempert asked what the ridership expectations with this project are. Mr. Scanlon said that 50 percent of the trains will go to 4<sup>th</sup> and King and 50 percent will go to the Transbay Terminal. This project is still a work in progress project. Bob Doty, Rail Transformation Chief, said staff is looking at infrastructure.

Director Yeager asked about overall costs and funding. Mr. Townsend said they will be presenting to the Transbay Authority Board later this month. Director Yeager would like a presentation on this as well.

Director Yeager asked if San Francisco County has decided where its share of the funding for the electrification is coming from. Mr. Beck said he could not comment on this, but knows some funding is coming from Proposition H. Mr. Beck said Phase 1 is fully funded and Phase 2 is not completely funded.

Director Hill said he appreciates the cooperation of staff at Caltrain with the TTJPA. It will be an exciting new few years and it is a great project. It was San Francisco's decision to bring the trains into downtown San Francisco.

#### **CORRESPONDENCE**

Provided in the reading file.

#### **BOARD MEMBER REQUESTS**

None.

#### **DATE/TIME OF NEXT MEETING**

Thursday, February 7, 2008, 10 a.m. at San Mateo County Transit District Administrative Building, 1250 San Carlos Avenue, San Carlos CA 94070.

#### **REPORT OF LEGAL COUNSEL**

David Miller, Legal Counsel, is recommending that this item be moved to February. Mr. Miller said counsel has been in negotiation with Union Pacific and an oral offer has been made by Union Pacific relative to the removal of the hazardous material at the Caltrain Centralized Equipment Maintenance and Operations Facility. During the month of December legal counsel met with staff and consultants and formulated a response in writing that went out over holidays.

#### **ADJOURNED**

The meeting adjourned at 11:50 a.m.