

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

**Minutes
March 6, 2008**

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

MEMBERS ABSENT: D. Gage

MTC LIAISON: S. Lempert

STAFF PRESENT: G. Cameron, J. Cassman, C. Cavitt, B. Doty, V. Harrington, C. Harvey, R. Haskin, R. Lake, G. Lambert, M. Martinez, I. McAvoy, N. McKenna, D. Miller, B. Pedrini, M. Scanlon, M. Simon

Chair Jim Hartnett called the meeting to order at 10:09 a.m. and Director José Cisneros led the Pledge of Allegiance.

The JPB Secretary administered the Oath of Office to Sean Elsbernd, representing the San Francisco Board of Supervisors.

PUBLIC COMMENT

Jeff Carter, Burlingame, welcomed Director Elsbernd and thanked the Board for the new evening schedule. Mr. Carter said there seems to be an issue with clock synchronization throughout the system. The electronic signs seem to be 1-2 minutes faster than a watch or the TVM. Mr. Carter also asked if there was a policy on cars being closed on weekends.

Rosemary Maulbetsch, Atherton, representing the Atherton Rail Committee, said they would like the Board to help get the fire damage repairs completed at the Atherton station and the rest of the building restored and regularly maintained before the building deteriorates any further. The committee has been trying to accomplish this since December 2006 and was promised to have the work completed by the end of the summer.

Chair Hartnett asked Ms. Maulbetsch to introduce the new Atherton city manager, Jerry Gruber.

Forrest Williams arrived at 10:17 a.m.

Director Jerry Hill asked what changes will occur at the Atherton station when electrification occurs.

Mr. Mike Scanlon, Executive Director, said he was under the impression that the repairs were completed on the fire damage and that he will personally go visit the station.

Mr. Mark Simon, Special Assistant to the CEO, said that the fire damage has been repaired. Mr. Simon said there is a problem with some homeless people at the station. Mr. Simon has

communicated with Mr. Gruber and it has been agreed to have the Atherton police patrol the station. Mr. Simon said the station is cleaned once a week.

Mr. Scanlon responded to Director Hill's question by saying that hopefully before electrification the station will be rebuilt. It is the plan to restore full service to the Atherton and Broadway stations as part of the electrification schedule. .

CONSENT CALENDAR

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

- a) Approval of Minutes of February 7, 2008
- b) Acceptance of the Statement of Revenues and Expenses, January 2008

CHAIRPERSON'S REPORT

Resolution of Appreciation to Sophie Maxwell

Chair Hartnett recognized outgoing board member Sophie Maxwell. Chair Hartnett said Director Maxwell participated as a leader at making the decisions that have laid the foundation for this system, not only becoming electrified, but becoming one of the best and most advanced in the entire country. Chair Hartnett said Director Maxwell was here at a time that was critical for the whole system and she has been a leader in the way she conducted herself and how she voted.

The motion (Hill/Williams) to adopt the resolution was approved by roll call.

Chair Harnett presented Director Sophie Maxwell with a resolution and train plaque.

Director Ken Yeager arrived at 10:22 a.m.

Director Maxwell thanked everyone and said the resolution and train plaque means a lot to her. She said that Bob Doty, Rail Transformation Chief, is one of her favorite people and his enthusiasm is infectious. Director Maxwell said that staff was always very helpful whenever there was an issue and willing to come to her office and meet.

MTC LIAISON REPORT

Sue Lempert, MTC Liaison, said she really enjoyed working with Director Maxwell and congratulated Director Elsbernd on his appointment. MTC has been holding meetings on the 2035 plan and Director Yeager, San Mateo County Transportation Authority Director Rosalie O'Mahony and San Mateo County Transit District Chair Adrienne Tissier have attended. Ms. Lempert said the Joint Policy Board has the idea of priority development areas to put housing and jobs near transit. The idea is supported by a lot of people, but the issue is funding. There is money from the Association of Bay Area Governments (ABAG) and Transportation for Little Communities.

REPORT OF THE CITIZENS ADVISORY COMMITTEE (CAC)

Bruce Jenkins, CAC Chair, reported that Bob Doty gave a presentation on Caltrain 2025. Michelle Bouchard gave an update on the 98-train schedule and the Belmont/Hillsdale shuttle. Mr. Jenkins attended the Capital Corridor Meeting with Director Art Lloyd. On behalf of the CAC they will miss Director Maxwell.

Doug DeLong, Mountain View, said that he learned after the last meeting that transit advocate Francis Wong passed away in late December. Mr. Wong was a supporter of Caltrain, served on the Bicycle Task Force and attended many meetings of the JPB. If anyone would like additional information please e-mail Mr. DeLong at Delong007@aol.com.

REPORT OF THE EXECUTIVE DIRECTOR

Mr. Scanlon reported the following:

- Welcomed Director Elsbernd to the board.
- Director Maxwell was very modest with her remarks. She was the one that met with staff and urged that Baby Bullet service stop at 22nd Street.
- Thanked Doug DeLong for his heartfelt remarks about Francis Wong.
- Performance Statistics for January 2008 compared to January 2007:
 - a. Total Ridership was 924,736, an increase of 5.2 percent.
 - b. Average Weekday Ridership was 34,702, an increase of 4.8 percent.
 - c. Total Revenue was \$3,030,475, an increase of 14.3 percent.
 - d. On-time Performance was 94.1 percent, a decrease of 3.3 percent.
 - e. Caltrain Shuttle Ridership was 4,990, a decrease of 3.0 percent.
- Year-to-Date Statistics:
 - a. Total Ridership was 6,793,228, an increase of 7.5 percent.
 - b. Average Weekday Ridership was 36,755, an increase of 7.1 percent.
 - c. Total Revenue was \$22,683,158, an increase of 15.6 percent.
 - d. On-time Performance was 93.6 percent, a decrease of 1.8 percent.
 - e. Caltrain Shuttle Ridership was 5,079, an increase of 6.2 percent.
- On-time performance for February was 90.2 percent, the lowest in many years. A combination of events caused this on-time performance number to be so low. On February 14 a light pole in Burlingame became electrified and 11 trains were lost. On February 28 a Union Pacific freight train derailed. There was substantial damage to the track and we had to single track on February 28 and 29 through the area and about 70 trains were affected. On February 28 there was a fatality involving a Capital Corridor train and a pedestrian at College Park. Mr. Scanlon thanked Michelle Bouchard and the Amtrak team for their hard work and the area public agencies for their assistance during this time. Caltrain fare media was accepted on Muni, BART and SamTrans.
- Budget issues continue again this upcoming fiscal year with the Amtrak labor settlement and the rising cost of diesel fuel.
- Fuel cost for the week ending February 28 was \$3.0650. Year-to-date fuel is at \$2.6272 and the budgeted number is \$2.65.
- The new 98-train schedule began on March 3. Two trains have been added in the evening.
- A free Belmont/Hillsdale shuttle during peak hours started on Monday.
- Caltrain will be co-hosting, with the Federal Railroad Administration, a Trespasser Fatality Reduction and Effective Practices workshop here on April 1 and 2. There is a write-up on the event in the Safety and Security report in the reading file.
- Staff continues to meet with the Federal Railroad Administration. Bob Doty will be in Washington, D.C. in early April.
- Staff will be giving updates on Caltrain 2025, the bicycle master plan and the FY09 budget at future board meetings.
- Upcoming special service includes the start of the baseball season with exhibition games on March 27, 28, 30 and Opening Day on April 7, the SAP Tennis tournament at the HP

Pavilion and staff did some promotion of the Chinese New Year Parade encouraging people to take Caltrain then transfer to Muni.

- The Safety and Security report is in the reading file. The statistical data on enforcement has been footnoted because there is a change on how the citations were previously reported. Also included in the reading file is the Belmont shuttle mailer, the new Caltrain timetable, take-ones for the exit doors on the Bombardier cars and the renaming of the Senior/Disabled/Youth tickets.
- Jonah Weinberg, Public Information Officer, will be leaving to move to Cleveland. Christine Dunn will be the Acting PIO.

Chair Harnett said that every month there is a report on increased ridership and asked at what point will capacity issues affect the ability to attract new riders. Mr. Scanlon said thanks to the wisdom of the Board we will be acquiring six new passenger cars and two cab cars, which will help the capacity issue.

Mr. Scanlon said the average trip during peak hours is about 28 miles and trips that are 28 miles are going through all three counties.

Some of the budget relief that we need on the operating budget will come with electrification in 2014 by being able to run more trips. Caltrain should hit close to \$40 million in revenue this year compared to \$19 million in 2004.

Chair Hartnett said he received the Belmont Caltrain mailer in Redwood Shores and they should be labeled accordingly.

Director Hill noted that the 2007 bike count report is in reading file. Mr. Scanlon said there are about 2,300 bikes onboard daily and another 800 in formal parking, not including the new Warm Planet bike facility in San Francisco.

AUTHORIZATION TO AWARD A CONTRACT TO L.B. FOSTER FOR THE PURCHASE AND DELIVERY OF NEW CONTINUOUS WELDED RAIL FOR A TOTAL PRICE OF \$2,036,464

Cheryl Cavitt, Director of Contracts and Procurement, said Staff Coordinating Council recommends that the Board award a contract to the lowest responsive bidder, L.B. Foster Company of Pittsburgh, PA, for the purchase and delivery of continuous welded rail for a total price of \$2,036,464 and to authorize the Executive Director to execute the contract.

Ms. Cavitt said that the award of this contract will provide a supply of continuous welded rail to meet the capital project needs and state of good repair maintenance program over the next two years. The specific programs that will benefit from the purchase are the South Terminal improvement project, South San Francisco station improvements, system track rehabilitation (state-of-good repair) and relay in conjunction with the San Mateo bridge replacement.

Ms. Cavitt said there are many advantages for seeking this one-time purchase, but the main one is the scheduling of trains that are specifically put together to carry 1,600-foot-long strands of rail. Ms. Cavitt said it is difficult to schedule these trains because they make many stops around the nation and we would have the advantage of a whole trainload off-loaded on our right of way. Ms. Cavitt said this will allow staff to avoid additional costs that the contractors would add on to the cost of the rail if they were in charge of supplying it as part of their work on a specific project.

Director Hill asked that since we are purchasing such a large quantity is there a concern of deterioration and the aesthetic feature in these areas. Mr. Scanlon said the rail will not be stacked high and it is made for the outdoors.

Director Forrest Williams asked if anyone else is going to need this type of rail and whether the costs could be shared. Ms. Cavitt said her office did not look for joint purchase with anyone else.

Director Ford said that Muni would not use this type of rail because of gauge and size.

The motion (Hill/Lloyd) to award a contract to L.B. Foster was approved unanimously by roll call.

AUTHORIZE AMENDMENT AND EXTEND THE AGREEMENT WITH SAN MATEO COUNTY TRANSIT DISTRICT TO UNDERWRITE A PORTION OF LAW ENFORCEMENT AND POLICE COMMUNICATIONS SERVICES PURSUANT TO AN AGREEMENT WITH THE COUNTY OF SAN MATEO FOR A TOTAL NOT-TO-EXCEED COST OF \$8,417,117

Bill Pedrini, Chief of Protective Services, said Staff Coordinating Council is recommending Board approval of an amendment to the existing agreement and to extend that agreement for a three-year term with the San Mateo County Transit District and to underwrite a portion of law enforcement and police communication services to be provided pursuant to the agreement with the County of San Mateo at a total cost not-to-exceed \$10,733,000. The JPB's contribution for these services will not exceed \$8,417,000. Mr. Pedrini said this will provide the funding for contracted law enforcement and police communication services for Caltrain through a contract between the District and the County to add three deputies commencing April 1, 2008. This contract will replace the Amtrak police, provide funding for the anticipated overtime for law enforcement services for special events through June 30, 2008 and extend the law enforcement and police communication services for an additional three-year term through June 30, 2011. Mr. Pedrini said that staff believes this single contract for all police services will allow for a unity of command for police services, create a seamless coordination and cohesive response and eliminate duplication of such things as recordkeeping, management and supervision. Mr. Pedrini said this puts Caltrain in a position to better meet the changing and evolving law enforcement needs for transit and will make available the large and varied resources of the Sheriff's office.

Director Sean Elsbernd asked if the sheriffs are employees of the County and JPB contracts with the County to provide the service to us. Mr. Pedrini said yes and that this is an expansion of the contract.

Director Hill asked what the current cost of living increase is. Mr. Pedrini said the current contract is 6 percent and the future contract will be 5.7 percent.

Mr. Scanlon said this is not a new service. This is actually a slightly reduced manpower level because we are replacing the Amtrak police.

The motion (Ford/Yeager) to amend and extend the agreement with San Mateo County Transit District to underwrite a portion of law enforcement and police communications services was approved unanimously by roll call.

Chair Harnett said that the adoption of items number 10 and 11 reflects how innovative staff is.

QUARTERLY CAPITAL PROGRESS REPORT

Ian McAvoy, Chief Development Officer, said that the general condition of the capital program is robust. In terms of scope and schedule management staff is doing a pretty good job. There are some projects in the design phase right now and these projects will come up through the FY09 capital budget to continue with the funding. Burlingame and California Avenue stations are currently under construction. On the system side the big project is the radio upgrade project control system. Mr. McAvoy said that on the infrastructure, the key issue right now is bridges. The two major locations where there are activities and design are in San Francisco at Quint Street and Jerrold Avenue and in San Mateo between Santa Inez and Tilton. Mr. McAvoy said that on the new rolling stock, the first car shell has been inspected.

Director Hill said that staff did a tremendous job of blending the new construction into the historic look of the Burlingame station.

CORRESPONDENCE

Provided in the reading file.

BOARD MEMBER REQUESTS

None

DATE/TIME/PLACE OF NEXT MEETING

Thursday, April 3, 2008, 10 a.m. at San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos CA 94070.

REPORT OF LEGAL COUNSEL

David Miller, Legal Counsel, said that he is recommending that the Board adjourn into a short closed session to discuss a pending litigation matter that is listed on the agenda. The Ralph M. Brown Act permits closed session discussion of this item.

The meeting adjourned to closed session at 11:12 a.m.

The meeting reopened at 11:16 a.m.

Following the closed session, the Board reconvened in open session and Mr. Miller said counsel has reported on a resolution of a claim with Union Pacific involving hazardous materials removal expenses that will be paid for by Union Pacific involving the CEMOF maintenance facility project and an authorization has been granted to settle this particular matter for \$587,500 with the understanding that within the scope of any release to be executed, groundwater will be excluded.

ADJOURNED

Chair Hartnett made a formal motion to adjourn in memory of Congressman Tom Lantos and in appreciation for his service to our communities and to transportation.

The meeting adjourned at 11:20 a.m.